

**Oxford Town Hall Building Committee  
Meeting Minutes**

**Meeting Location, Time & Date:** Country Roads Church in Oxford township, 9am October 14, 2024

**Present at meeting:**

Donna Setter - Chair  
Deb Cramer  
Robert Generous  
Peggy Nelson  
Gloria McDonnell

**Discussion:**

Deb has reached out to the saddle club but hasn't received a response

We need to provide Harlan with a list of questions for the fire hall to determine our ability to continue using the fire hall for meetings (capacity, rent, secure storage, how long can we use the facility, how many people can have keys to open building etc)

Issues for the board to consider

Are we shutting down the furnace at the town hall?

We need to keep the old building plowed so we can get into the building for records.

Should we pause or cancel the phone/internet service at town hall

Talk to historical society about methods to clean old paper files of mold

From the listening session we summarized—

People want to know an estimated cost of building

There is not great support for a building that would be rented out for weddings etc

People want to know if we can fit a new building and adequate parking on existing piece of property

There was a desire for minimal building & looking at future growth with a capacity of 200.

Are there grants available

What is the tax cost for a resident if we bond to build a building

How can we insure new building will be maintained

It is up to board to create a process to review the structure at least annually and provide public information as to upcoming repairs, estimated timing and cost

Discussed the possibility of the committee touring other nearby townhalls

Next listening session to be held from 5:45-6:15 at the fire hall before the November board meeting

**TO DOs**

**Bob** - start putting together an analysis of the potential layout of a building and parking area

**Bob** - reach out to Mike for copy of survey

**Bob** -research if there are any grants available

**Donna** - prepare questionnaire for Harlan, Peggy will deliver it to Harlan

**Gloria** - prepare estimate of tax cost per resident based on \$500,000 bond over 5, 7 and 10 years

**Gloria** - research ability to hold public meetings outside of township border long term