
**Village of Oxford
Downtown Development Authority
Meeting Minutes
Monday, November 23, 2020 at 7:00 pm
Online via Zoom**

1. Meeting called to order at 7:05pm by Chairperson Ellsworth.
2. Pledge of Allegiance
3. Board members present: Rod Charles, Kelsey Cooke, Nicole Ellsworth, Laura Herfy, Dorothy Johnston, Jonathan Nold, Pete Scholz, Justin Willcock.
Also in attendance: DDA Director Glenn Pape, Village Manager Joe Madore.
4. Public Comment on non-agenda items: none
5. Consent Agenda
 - a. Motion by Nold to approve the proposed agenda; second by Cooke; roll call vote 8-0.
 - b. Motion by XXXXX to approve the November 2, 2020 special meeting minutes; second by XXXXX; roll call vote XXXXX.
6. Financials: Motion by Nold to approve financial statements, revenue/expenditure reports, and to pay November 2020 bills in the amount of \$14,631.27; second by Scholz; roll call vote 8-0.
7. Unfinished/Old Business
 - a. M-24 update: Construction should finish next week; landscaping to be done in spring.
 - b. Sound system for downtown: Motion by Charles to approve purchase of sound system including mobile master and onsite support; second by Scholz, roll call vote 8-0.
 - c. DDA projects update:
 1. Downtown benches: Motion by Scholz to award XXXXX the contract to refinish downtown benches, not to exceed \$12,000; second by Nold; roll call vote 8-0.
 2. Social Districts: waiting on decision regarding easements of private property that connects Village properties.
 3. Lighted dancing Christmas Trees for Centennial Park did not meet expectations and are being returned.
 4. Holiday lights in Centennial Park: Motion by Nold to move forward with Excel Brothers installing lights on the park tree, not to exceed \$3,600; second by Willcock; roll call vote 8-0.
 5. Committee rosters will soon be distributed.
8. New Business
 - a. Leave of absence for Executive Director: Pape to meet with Ellsworth on 12/7 to assess health and work situation.
 - b. Items moved from consent agenda: none

9. Board members comments

Johnston: Welcome to Cooke

Charles: Make sure public is aware that the DDA is behind things going on in downtown

Ellsworth: 5-1 Diner will be providing 21 Thanksgiving meals with the community's help

10. Extended public comment

Sue Bossardet: state legislature requests people identify themselves and their location in online meetings. Each board member identified themselves and their location.

11. Motion by Scholz to adjourn at 8:40pm; second by Nold; roll call vote 8-0

Net DDA Board regular meeting: Monday, December 21, 2020 at 7:00pm