

Town of Oxford, Indiana
Memorandum of Record
Special Town Council Meeting – October 24, 2025

Date: October 24, 2025

Scheduled Time: 7:00 p.m.

Location: Oxford Town Hall, 105 S. Howard St., Oxford, Indiana

Purpose: Special meeting of the Oxford Town Council

Record Summary:

A special meeting of the Oxford Town Council was duly noticed and scheduled for 7:00 p.m. on October 24, 2025. At the scheduled time, fewer than a quorum of council members were present. Because a quorum was not established, the meeting was never called to order, and no official business was conducted in accordance with Indiana Code 36-5-2-9.2 and IC 5-14-1.5 (Open Door Law).

The Clerk-Treasurer was present to document attendance and confirm public notice compliance. Members of the public who were present were informed that the meeting could not proceed due to lack of quorum. The council took no action to adjourn, since no official meeting was convened.

Attendance:

Council members present: Tina Coffman, Cindy Millburg

Council members absent: Nate Foster, Terry Zink, Austin Rennick

Clerk-Treasurer present: Tina Porter

Notes:

- Meeting was scheduled and publicly noticed as required under IC 5-14-1.5-5.
- The meeting was not called to order
- No roll call, motions, or votes occurred.
- No minutes or recording are required beyond this memorandum.

Respectfully submitted,



Tina Porter, Clerk-Treasurer

Town of Oxford, Indiana

Date: October 24, 2025