

STUDY OF PROPOSED  
OXFORD COMMUNITY CENTER

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PETITION

A petition of interest was circulated in Oxford in the fall of 1974. The petition read "We the undersigned wish to use the school building in the community of Oxford as a Community Center". The petition has over 320 signatures and the 1970 Oxford census reported 750 residents. The greatest number of signatures are from persons of voting age. The length of the circulation was six weeks with eight persons gathering signatures.

NAME

The name of the organization will be the OXFORD COMMUNITY CENTER.

PURPOSES

In order to be of service to the community of Oxford our purposes are to provide space for the following:

- 1. Day Care Center
- 2. Indoor Recreational Facilities
- 3. Adult Education Classes
- 4. Senior Citizens Fellowship Hall&& Nutrician Program
- 5. Student Union for Young Adults
- 6. Meeting Room for Youth Groups
- 7. Guidance and Counseling Services
- 8. Additional Space for use by Community Organizations

The overall purpose of this proposal is to bring much needed services into our community.

SITE

The building we will request use of is the abandoned Oxford Elementary School. The building is owned by Talbot County and its use prescribed ~~the~~ by the County Council Members.

THE BUILDING  
AND  
PROPOSED USES

The building has five classrooms, each with cloak room and closet. The proposed uses are:

- 1. Child Care
- 2. Young Adults Student Union
- 3. Youth Organizations MeetingsRoom
- 4. Adult Education Classes
- 5. Senior Citizens Fellowship Hall

The center of the building is an auditorium with stage to be used for:

- 1. Additional Space For Large Assemblies
- 2. Dramatics
- 3. Indoor Recreation and Physical Fitness
- 4. Fund Raising Projects to Support the Center.
- 5. Lectures
- 6. Movies

There are four additional rooms which would be used for:

- 1. Meetings
- 2. Kitchen
- 3. Office Space
- 4. Storage Space
- 5. Dinning Hall
- 6. Administration
- 7. Equipment Distribution
- 8. Health Room

There are two toilet rooms in the building, one for girls and one for boys.

The grounds around the building are sufficient for a fenced in play yard for children. There is a blacktop area behind the building with basketball hoops and a large playing field with bleachers. There are two swing sets and some slides.

BLUEPRINT

SCHEDULE OF USES

The following schedule of uses suggests maximum use of the building Monday through Friday, 7:00a.m. - 6:00p.m.

7am-6pm 7-8 8-9 9-10 10-11 11-12 12-1 1-2 2-3 3-4 4-5 5-6n

- SERVICES
  - CHILD CARE
  - SR. CITIZEN
  - RECREATION
  - EDUCATION
  - YOUTH GROUPS
  - STUDENT UNION
  - KITCHEN
  - DINNING RM.
- 

The following schedule of uses suggests maximum use of the building Monday through Friday re-opening at 7:00p.m. and closing at 10:00p.m.

7pm-10pm 7-7:30 7:30-8 8-8:30 8:30-9 9-9:30 9:30-10

- Services
  - CHILD CARE
  - ST. CITIZEN
  - RECREATION
  - EDUCATION
  - YOUTH GROUPS
  - STUDENT UNION
  - KITCHEN
  - DINNING RM.
- 

The following schedule of uses suggest maximum use of the building on Saturdays from opening time 10:00a.m. to closing time 12:00p.m.

10am-12pm 10-11 11-12 12-1 1-2 2-3 3-4 4-5 5-6 6-7 7-8 8+

- SERVICES
- SR. CITIZENS
- RECREATION
- EDUCATION
- YOUTH GROUPS
- STUDENT UNION
- KITCHEN
- DINING RM.

## THE BUILDING

The Oxford School building was used by the Talbot County Board of Education as a school until 1971. Since that time the building has been boarded up and in use only as storage space by the Board of Education. The building has suffered vandilism as well as weather damage since its closing. The following pages are submitted as considerations for the financial feasibility of using this building as the Community Center.



BOILER MAINTAINANCE

The following information concernin the building known as the Oxford Elementary School was furnished through telephone interview with the C. Albert Matthews, Inc. South St. Ext. & Kemp Lane Easton, Md. 21604 Phone 822-0900. It was recommended by them that the heating plant would have to be put back into operation to really know its condition and any needed repairs. The following figure includes fall cleaning of the boiler (\$40-\$50), repair to the boiler, repair to the condensate pump and the removal of an outside faucet.

OCTOBER 1968-SEPTEMBER 1970

\$400.00

It is further noted here that Mr. Kennard Wright, Supervisor of Maintainance for the Talbot County Board of Education (phone 822-0330) is of the opinion that a new condensate pump is needed and the cost would be approximately \$500.00.

HEATING

The following information concerning the building known as the Oxford Elementary School was furnished through telephone interview with Mr. Lee Callahan of BP OIL CORPORATION Easton Point Easton, Md. Phone 822-1366. The fuel used is #2 fuel and the current cost is 37.4¢ per gallon.

SEPTEMBER 1969-AUGUST 1970

used 10,725 gallons #2 fuel oil

cost today at 37.4¢ per gallon     \$4,011.05  
(Dec. 1974)

Mr. Callahan noted that this figure is due to change considering the number of rooms used at one time and the amount of heat loss due to the use of outside doors.

It is noted here that the former janitor of the Oxford Elementary School, Mr. Melvin Russell (phone 226-5294), said it is possible to heat certain parts of the building without heating the entire building all the time.

## ELECTRICITY

The following information concerning the building known as the Oxford Elementary School was furnished through telephone interview with Mr. Harry Hubbard of the DELMARVA POWER AND LIGHT COMPANY Morris Street Easton, Maryland 21601 Phone 822-7103. The figures reflect the last year of operation of the building as an elementary school operating on a five day week. The Delmarva Power and Light Company will need a guarantee of payment to resume service.

MONTH	YR.	KIL.HRS. USED	COST70-71	COST1974
NOVEMBER	70	13,092	\$52.39	\$ 84.77
DECEMBER	70	15,094	\$59.38	\$ 95.95
JANUARY	71	17,074	\$65.60	\$106.00
FEBRUARY	71	15,048	\$59.98	\$ 95.00
MARCH	71	15,008	\$58.61	\$ 94.00
APRIL	71	1,162	\$46.33	\$ 71.32
MAY	71	1,154	\$45.70	\$ 71.00
JUNE	71	784	\$35.30	\$ 48.85
JULY	71	132	\$ 8.62	\$ 11.91
AUGUST	71	68	\$ 4.76	\$ 8.00
SEPTEMBER	71	106	\$ 7.08	\$ 10.00
OCTOBER	71	84	\$ 5.72	\$ 7.00
TOTALS	12mos.	78,806 kil. hrs.	\$449.47	<u>\$703.79</u>

PERSONELL  
ADMINISTRATIVE STAFF

CENTER DIRECTOR Hired to be in attendance and discharge his/her duties Monday through Saturday from 7:00 a.m. to 6:00 p.m.

COST \_\_\_\_\_

ASSISTANT DIRECTOR Hired to be in attendance and discharge his/her duties Monday through Saturday from 6:00p.m. to closing of the facility. Hours to complement the hours of the Director.

COST \_\_\_\_\_

SECRETARY Hired to carry out appropriate duties during a 40 hour work week.

COST \_\_\_\_\_

ACCOUNTANT Hired to carry out appropriate duties.

COST \_\_\_\_\_

JANITORIAL SERVICE Hired to carry out appropriate duties during a 40 hour work week.

COST \_\_\_\_\_

BOARD OF DIRECTORS Volunteers to act as policy setting group.  
Officers will be:

- President
- Vice-president
- Secretary
- Chairman of Finance
- Attorney

CENTER SERVICES

DAY CARE CENTER

Director/Teacher

COST \_\_\_\_\_

Aide

COST \_\_\_\_\_

Aide

COST \_\_\_\_\_

STUDENT COUNCIL(Volunteers)

President	Volunteer
Vice-president	Volunteer
Secretary	Volunteer
Treasurer	Volunteer
Adult Advisor	Volunteer

SENIOR CITIZENS CENTER

Director	COST _____
ASST. DIRECTOR	COST _____
Secretary	COST _____
Dietician	COST _____

YOUTH GROUPS

Director/Coordinator	Volunteer
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ADULT EDUCATION

Director	COST _____
Instructors	COST _____

IN KIND SERVICES

Various Service Organizations are active in the area. Many have expressed interest in the Community Center Proposal in Oxford and have requested information on its progress. In order to get specific commitments from these organizations a questionnaire will be mailed to each and a meeting set up for them to be fully informed on the present progress of the Center plans. Sample questionnaire and the mailing list is here submitted.

It is hoped that these organizations can extend their services to Oxford through the Community Center by increasing their 1975 budgets to include our area of people.

January 10, 1975

In order to bring services into our community and to be of service to our community, the Oxford Community Center Committee asks you to fill out the enclosed questionnaire either before or during the meeting on February 21, 1975. This meeting will inform you of our proposal to establish a Community Center here in Oxford. You will be notified of the time and place of this meeting by February 1, 1975. If you have any questions concerning this questionnaire, please contact Mrs. F. G. Kern at 226-5459.

We appreciate your cooperation.

Sincerely,

Oxford Community Center Committee

Enclosure

QUESTIONNAIRE

NAME \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

POSITION \_\_\_\_\_

1. The need for a Community Center in Oxford is

2. If the Center becomes a reality, my organization would like to:

A. \_\_\_\_\_ Use the facility.

B. \_\_\_\_\_ Have the Center provide services and/or activities for my organization.

3. SPECIFICALLY, the Center can provide my organization with:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_

4. SPECIFICALLY, my organization can provide the following:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_

Approx. Cost \_\_\_\_\_

5. My organization can use the Center on:

	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.
Morning							
Afternoon							
Evening							

6. The approximate number of persons making use of the Center through my organization would be:

\_\_\_\_\_ Per Week      \_\_\_\_\_ Per Month      \_\_\_\_\_ Per Year

7. Comments or Questions: