



Diversity Commission
Village Board Room
1200 L.W. Besinger Drive
Carpentersville, IL 60110

AGENDA

Regular Meeting

6:00 p.m.

March 19, 2025

- I. Call to Order**
- II. Roll Call for Attendance**
- III. Public Comment**
- IV. Approval of Minutes**
- V. Action Items**
- VI. Old Business**
- VII. New Business**
 - a. Selection of Vice-Chair
 - b. Discussion of Diversity Commission Initiatives
- VIII. Adjournment**

VILLAGE OF CARPENTERSVILLE

ORDINANCE 24-51

AN ORDINANCE CREATING CHAPTER 2.54 OF THE CARPENTERSVILLE MUNICIPAL CODE REGARDING THE CREATION OF A DIVERSITY COMMISSION

WHEREAS, the Village of Carpentersville, Kane County, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the Village's home rule powers and functions as granted in the Constitution of the State of Illinois; and

WHEREAS, subject to said Section, a home rule unit may exercise any power and perform any function pertaining to its government and affairs for the protection of the public welfare; and

WHEREAS, in furtherance of its home rule powers, it is necessary and desirable for the Village of Carpentersville to amend its ordinance to create a Diversity Commission.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Carpentersville, Illinois as follows:

SECTION 1: CHAPTER 2.54 – Membership – Appointment, of the Carpentersville Municipal Code is amended to add as follows:

2.54.1 – Purpose and Intent: The purpose of the **Diversity Commission** is to promote and support diversity, equity, and inclusion within the village. The Commission shall act as an advisory body to the Village Board and local government departments, helping to ensure that policies, practices, and programs are inclusive and equitable for all residents, regardless of race, ethnicity, national origin, gender identity, sexual orientation, religion, disability, age, or socio-economic status.

2.54.2 – Establishment: There is hereby established a Diversity Commission (hereinafter referred to as “the Commission”) for the Village of Carpentersville.

2.54.3 – Composition and Membership:

A. The Commission shall consist of five (5) voting members, appointed by the Village President with consensus from the Village Board. At least one (1) Commission member shall be a member of the Village Board, serving in an *ex officio* capacity; the remaining four (4) members must be residents of the Village and/or own a business within the Village;

Consideration should be given to individuals with experience in areas such as social justice, community outreach, education, and business.

B. Members shall serve a term of three (3) years. Initial terms may be staggered, with each term expiring at a calendar year end.

*An Ordinance Creating Chapter 2.54 of the Carpentersville Municipal Code
Regarding Creation of a Diversity Commission,*

C. Any vacancy shall be filled through appointment by the Village President, with the approval of the Village Board. A vacancy appointment shall only last through the unexpired portion of the term.

D. The Village President shall appoint, from the Commission members, a Chairperson. It shall be the duty of the Chair to conduct all meetings of the Commission and to represent the Commission at Village Board meetings as may be requested.

E. The Commission shall select a Vice Chair at this first yearly meeting.

F. The Village Clerk or designee shall serve as Secretary of the Commission. The Secretary shall maintain the minutes and records of all regular and special meetings of the Commission and provide such records to the Village Board.

2.54.4 – Meetings

A. The Commission shall meet no less than quarterly in January, April, July, and October. Additional meetings may be called by the Chair, or a majority of the Commission.

B. All Commission meetings shall be held in accordance with the Illinois Open Meetings Act. All Commission records will be kept in accordance with the Illinois Local Records Act and Freedom of Information Act.

2.54.5 – Powers and Duties

A. The Commission shall serve in an advisory capacity to the Village of Carpentersville Village Board and administration and shall comply with all applicable provisions of State and Federal law, and this Code.

B. Specific duties of the commission shall be limited to promoting cultural diversity education, awareness of current social issues, and associated outreach, recognition and celebration in the Village of Carpentersville through:

1. Preparation and dissemination of promotional and educational materials regarding the Village, its services, programs and opportunities.
2. Preparation and dissemination of promotional and educational materials regarding the impact of diverse cultural contributions and current social issues to the richness and well being of the community.
3. Developing and executing a plan of action for fostering communication with and encouraging participation by residents of all segments of the community.
4. Serving as a resource for institutions and organizations concerned with social awareness, cultural diversity and equality.

5. Establishing and executing ongoing recognition programs to foster and enhance individual, organizational, public and private efforts to eliminate prejudice and discrimination and promote diversity and social awareness.
6. Establishing and executing ongoing programs designed to celebrate diversity and its unique and positive impact on the fabric of the community.
7. Preparing and submitting an annual report of its activities to the Village Board.
8. Fostering communication between the public and Village regarding its ongoing activities.
9. Arranging and conducting any form of publicity relative to its activities for the general purpose of increasing public understanding.
10. All activities of the Commission must be predicated by a request for each activity to be approved by the Village Board, prior to any activity being considered a Village event, initiative, or activity, and must be operated within the Village Board approved budget.

2.54.6 – General Provisions

A. The Village shall provide all reasonable assistance to the cultural and social awareness commission in order to assist the commission with its various duties. All requests for assistance are to be conveyed to the Village manager for appropriate response by the Village. Neither the Commission nor any of its members shall give direction to any member of the Village staff and all recommendations of the Commission shall be referred to the Village Board for consideration and implementation by the Village.

B. The Commission shall not have the authority to make any expenditure, or cause to be made any purchase or contract that directly or indirectly results in a financial liability or lien against the Village, without the express prior approval of the Village President and Village Board.

SECTION 2: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4: This Ordinance shall be in full force and effect upon its approval and publication (which publication is hereby authorized) as provided by law.

Passed this 19 day of November, 2024, by roll call vote as follows:

	Ayes	Nays	Absent	Abstain
Trustee Jeff Frost	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Trustee Jim Malone	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Trustee Humberto Garcia	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Trustee Brenda G. Sandoval	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Trustee Dickie Abbott	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Trustee Denise Richardson	<u> </u>	<u> </u>	<u>X</u>	<u> </u>
President John Skillman	<u>X</u>	<u> </u>	<u> </u>	<u> </u>



APPROVED THIS 19 DAY OF November, 2024

[Signature]
Village President, John Skillman

(SEAL)

ATTEST: Carrie Cichon
Village Clerk, ~~Tania Gomez~~ Carrie Cichon

Published: November 19, 2024

CERTIFICATION

I, Tania Gomez, do hereby certify that I am the duly appointed, acting and qualified Clerk of the Village of Carpentersville, Kane County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the President and Board of Trustees of said Village of Carpentersville.

I do further certify that at a regular meeting of the President and Board of Trustees of the Village of Carpentersville, held on the 19 day of November, 2024, the foregoing Ordinance entitled, *An Ordinance Creating Chapter 2.54 of the Carpentersville Municipal Code Regarding Creation of a Diversity Commission*, as duly passed by the President and Board of Trustees of the Village of Carpentersville.

The pamphlet form of Ordinance No. 24- 51, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was available in the Village Hall, commencing on the 19 day of November, 2024, and will continue for at least 10 days thereafter. Copies of such Ordinance are also available for public inspection upon request in the office of the Village Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said Village for safekeeping, and that I am the lawful custodian and keeper of the same.

Given under my hand and seal of the Village of Carpentersville this 19 day of November, 2024.



Carrie Cichon
~~Tania Gomez~~, Village Clerk Carrie Cichon
Village of Carpentersville,
Kane County, Illinois