

**BOROUGH of KENNETT SQUARE  
CHESTER COUNTY  
COMMONWEALTH of PENNSYLVANIA**

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**RESOLUTION NO. 2016-15**

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**ESTABLISHING the ADVISORY COMMISSION on LATINO AFFAIRS**

**WHEREAS**, Latinos in the Borough of Kennett Square make unique, diverse, and valuable contributions to the culture, society, and economy of the Borough, which have a beneficial impact on life in the Borough; and

**WHEREAS**, the Borough is committed to providing equality and opportunity for all residents of the Borough, including access for Latinos to civic, economic, and educational opportunities in the Borough; and

**WHEREAS**, it will benefit the residents and businesses of, and visitors to, the Borough to recognize the unique contributions, needs, and concerns of the Latino community to enhance the lives of all residents of the Borough.

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of the Borough of Kennett Square (the "Council"), by virtue of the authority of the Borough Code of Pennsylvania pursuant to state and federal law, hereby establishes the Advisory Commission on Latino Affairs (the "Commission") as the Borough's advocate agency for Latinos.

**1. Functions.**

- a. Advise the Council on policies, procedures, ordinances, resolutions, and regulations that affect the Latino community.
- b. Develop, review, and recommend to the Council policies in the areas of housing, economic development, employment, business formation, and other relevant areas which affect the Latino community.
- c. Provide appropriate assistance and advice to strengthen the enforcement of the Borough's anti-discriminatory hiring, retention, and promotion policies.
- d. Serve as a resource for community groups and provide forums for developing strategies and programs that will expand and enhance the civic, social, educational, cultural, and economic status of the Latino community.
- e. Identify programs, scholarships, mentoring programs, sources of funding, or other resources for the benefit and advancement of Latinos.

- f. Promote the cultural arts of the Latino community throughout the Borough.

**2. *Composition of the Commission.***

- a. The Commission shall consist of eleven members, appointed by the Council, who are representatives of the Borough's Latino community; or others who have an interest in the success of the Latino community and can provide value to the work of the Commission.
- b. At an annual organizational meeting, to be held in January of even-numbered years, the Commission shall vote to designate one Commission member to serve as chairperson, one to serve as vice chairperson, and a third to serve as secretary. All officers shall serve at the pleasure of the Commission.

**3. *Term of Membership.***

- a. Members shall be appointed for terms of two (2) years and shall continue to serve until their respective successors are appointed. A member may be reappointed for one or more additional terms. Six (6) of the initial 11 members shall be appointed for 2-year terms. The remaining initial members shall be appointed for 1-year terms.
- b. Should a vacancy occur on the Commission, the Council shall appoint a successor; and the successor shall fulfill the remainder of the term. A successor may thereafter be reappointed for one or more additional terms.
- c. A member who is absent from three (3) consecutive meetings of the Commission, without excuse accepted by the chairperson or vice chairperson, shall forfeit membership on the Commission.

**4. *Compensation.*** Members of the Commission shall receive no compensation for their service, except that members may be reimbursed for the reasonable cost of travel in accordance with established Borough policy after pre-approval.

**5. *Relationship with Other Agencies.*** All agencies under the Council's jurisdiction shall cooperate with and provide assistance and support as needed by the Commission to carry out its functions effectively. Independent agencies and agencies at other levels of government are encouraged to work with the Commission to support its mission.

**6. *Reports.*** The Commission shall submit an annual report in January of each year and may submit other reports to the Council or the Council's designee, as Council deems necessary, on issues affecting Latinos in the Borough.

**7. *Meetings and Procedures.***

- a. The Commission may establish subcommittees and rules and procedures for the effective implementation of its functions. The subcommittees may include advisory non-members, if approved by the Commission chairperson.

- b. A majority of the Commissioners, as appointed, in attendance at any time shall constitute a quorum.
- c. The Commission shall meet as required and provide public notice of meetings as required by law.
- d. The Commission Secretary or other individual designated by the Chairperson shall keep the minutes of each open Commission meeting.

**NOW, THEREFORE, BE IT RESOLVED** that Borough Council for the Borough of Kennett Square adopts this resolution establishing the Advisory Commission on Latino Affairs during their regular scheduled meeting held on May 16, 2016.

**ENACTED** and **APPROVED** this 16<sup>th</sup> day of May, 2016.

By:   
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Danilo P. Maffei  
Council President

**ATTEST:**  
  
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Karen L. Scherer  
Borough Secretary