

CITY OF MURRAY HUMAN RIGHTS COMMISSION BY-LAWS

ARTICLE I – NAME

The name of this organization shall be the City of Murray Human Rights Commission, as established by Ordinance 516, passed 4-23-70; Am. Ord. 669, passed 8-31-78, and hereinafter shall be referred to as the "Commission".

ARTICLE II – PURPOSE

The Commission shall work toward achieving mutual respect and understanding among all individuals and groups in the City of Murray, hereinafter referred to as the "City", through improving the quality of public discourse and eliminating unlawful discrimination.

ARTICLE III – MEMBERSHIP

SECTION I MEMBERS.

The Commission shall be composed of eight members. The members shall be appointed by the Mayor who shall select persons who are representative of the diverse population of the City. In addition, each member shall be a resident of the City.

SECTION II TERMS.

Members of the Commission shall serve for a term of three years each. Of the first members appointed, two shall be appointed for a term of one (1) year; three shall be appointed for a term of two (2) years and three shall be appointed for a term of three (3) years. After the first appointments, all appointments shall be for a term of three (3) years. Members may be eligible for reappointment for additional terms. In the event of resignation, incapacity, failure to attend three consecutive meetings, or death of any member, that member's successor shall fill the unexpired term. Before making new appointments, the Mayor shall request recommendations from the Commission. The Commission members shall actively recruit, review, and recommend prospective members of the Commission to the Mayor

SECTION III CHAIRPERSON.

The Mayor shall designate one of the members of the Commission as chairperson who shall serve as chairperson at the pleasure of the Mayor. The chairperson presides at all meetings and performs such other tasks incidental to the office as determined by the Mayor and/or the Commission.

SECTION IV COMPENSATION.

Members shall receive compensation of twenty-five (25) dollars per meeting attended, and subject to the approval of the Council and within the limits imposed by the budget, they shall be allowed their necessary expenses attendant on their duties.

ARTICLE IV - MEETINGS, OFFICERS, AND OFFICES

SECTION I OPEN MEETINGS.

The meetings of the Commission shall be open to the public except as otherwise provided by law. Meetings shall be published as specified by KRS 424.

SECTION II MEETING TIMES.

The Commission shall meet as needed at a time and location agreed upon by the members. The commission may schedule additional meetings as often as it deems necessary.

SECTION III FACILITIES.

The Mayor is authorized to allocate adequate office space and to provide the necessary facilities in City Hall for the Commission if office space and facilities are available.

SECTION IV OFFICERS.

The Commission shall elect a secretary, a treasurer, and such other officers, as it shall deem necessary to serve for one year (July 1-June 30). Members may be subsequently re-elected. Officers must be elected from the membership of the Commission with the exception of secretary who need not be a member. The secretary when elected from outside the Commission membership serves in a non-voting capacity. The chairperson of the Commission shall appoint such committees from time to time as the Commission may deem necessary in order to carry out the purposes of this subchapter.

SECTION V QUORUM.

A simple majority of voting members present shall constitute a quorum for the Commission. Action by a simple majority of voting members present at a legal meeting shall be binding on the entire Commission.

SECTION VI ORDER OF BUSINESS.

The order of business at regular Commission meetings shall be:

- (A) Call the meeting to order and welcome those in attendance.
- (B) Approval of the minutes from the previous Commission meeting and accepting modifications as appropriate.
- (C) Addressing old and unfinished business.
- (D) Addressing new business brought before the Commission for review, consideration, and/or public hearings.
- (E) Receive reports from Commission members.
- (F) Adjournment

ARTICLE V – POWERS AND DUTIES

SECTION I

The Commission shall endeavor to promote and secure mutual understanding and respect among all economic, social, religious, age, ethnic, sexual, and racial groups in the city, and shall act as conciliator in controversies involving intergroup and interracial relations. The Commission shall cooperate with federal, state, and other city agencies in an effort to develop harmonious intergroup and interracial relations and shall endeavor to enlist the support of civic, religious, labor, industrial, and commercial groups and civic leaders dedicated to the improvement of intergroup and interracial relations and the elimination of discriminatory practices.

- (A) The Commission shall receive complaints, conduct investigations, hold hearings, make studies, and have such studies made as will enable the Commission to carry out the purposes of this subchapter.
- (B) The Commission shall recommend to the Mayor and to the Council such legislation as may be necessary to accomplish the purposes of this subchapter.
- (C) The Commission shall submit an annual report on March 1 of each year to the Mayor and to the Council.

(D) The Commission, on behalf of the City, may accept grants and donations from foundations and others for the purpose of carrying out its functions.

(E) SERVICES OF OTHER DEPARTMENTS.

The services of all other departments of the city shall be made available to the Commission on its request for such services. Information in the possession of any department, board, or agency of the city shall be furnished to the Commission on its request, and to the extent permitted by law. On the refusal of the director or head of any department, board, or agency of the city to furnish any information which has been requested by the Commission, the matter shall be referred to the Mayor who shall determine whether such information be furnished to the Commission, and the decision of the Mayor shall be final.

SECTION II BUDGETS.

(A) The Commission shall prepare an annual budget for the ensuing fiscal year, and shall submit such budget to the Mayor and the Council for their approval.

(B) All budgetary expenditures shall be authorized by the Commission which shall elect one of its members as treasurer. The treasurer shall approve operational expenditures, and he shall make a semiannual financial report to the Commission. Copies of such semiannual financial report shall be sent to the Mayor and the Council.

ARTICLE VI - AMENDMENTS

SECTION I

Amendments to the by-laws of the Commission can be made at a regularly scheduled meeting by a two-thirds vote of the entire Commission.

SECTION II

Proposed amendments shall be provided to all Commissioners and the Mayor one month prior to the meeting that they will be voted on.