

**AN ORDINANCE CREATING A CHATHAM VETERANS  
MEMORIAL COMMISSION AND PRESCRIBING POLICIES PERTAINING TO  
THE CHATHAM VETERANS MEMORIAL**

*BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE  
VILLAGE OF CHATHAM, SANGAMON COUNTY, ILLINOIS, AS FOLLOWS:*

**SECTION 1:** Sections 33.60 through 33.64 are hereby added to the Code of Ordinances of the Village of Chatham, to state as follows:

33.60 There is hereby created a Chatham Veterans Memorial Commission, which shall consist of a chairperson and two additional members appointed by the President with the advice and consent of the Board of Trustees. All members shall be residents of the Village; they shall be officers of the Village, and they shall meet all qualifications for office established by the Illinois Municipal Code. All members shall serve an initial term until August 31, 2005. Members shall serve without compensation, except that they shall be entitled to reimbursement of their out-of-pocket expenses. The Director of Public Works and the Trustee appointed by the Board of Trustees to serve as liaison to the Memorial Commission shall be ex officio, nonvoting members of the Commission. A member of the Memorial Commission who has missed three consecutive unexcused absences from meetings may, at the discretion of the Village President, be deemed to have vacated the office.

**33.61** The Veterans Memorial Commission shall have the following duties and powers:

a. It shall meet at least once every calendar quarter. Additional meetings may be called at any time by the Chairperson or the Village Trustee serving as liaison to the Committee. All meetings shall be open to the public, and the Commission shall comply in all respects with statues and ordinances pertaining to open meetings and availability of public documents. In the event a quorum of the Commission is not present for a meeting, the members present may discuss the business of the Commission but may make and record no votes except a vote on a motion to adjourn the meeting to a later time and place. The Commission shall keep a record of its proceedings and shall provide a copy of its minutes to the Village Clerk and to its trustee liaison.

b. It shall recommend to the Village Board policies governing the Chatham Veterans Memorial.

c. It shall administer the Chatham Veterans Memorial in accordance with the policies set forth in Section 33.64, as amended from time to time by the Village Board.

d. It shall, in conjunction with the Village Treasurer, administer the Chatham Veterans Memorial Fund, a special fund within the Village Treasury which is hereby established. It shall, in conjunction with the Chief Fiscal Officer, submit an annual budget request to the Village Board for inclusion in the annual appropriation ordinance of the Village.

e. It shall, on or before May 31 of each year, render a report of its activities to the Village Board during the preceding fiscal year.

f. It shall coordinate its activities with the Director of Public Works and other

Village officials as required.

g. It may enter into contracts for construction, repair and maintenance of the Veterans Memorial, or it may otherwise spend up to \$ 500.00 from the Veterans Memorial Fund in any single transaction, on the signature of the Chairman, so long as such contracts or expenditures are within its annual appropriation.

**33.63** The Commission is abolished on September 1, 2005, unless continued by action of the Village Board. At such time as the Veterans Memorial Commission is abolished, its functions shall be transferred to the Director of Public Works.

**33.64** The following rules shall govern the Chatham Veterans Memorial and Chatham Veterans Memorial Commission:

1. The Chatham Veterans Memorial is intended to honor veterans and veterans organizations through the placement of memorial bricks in the Memorial. Only veterans who served in the Armed Forces of the United States of America (including reserves and National Guard), and bona fide veterans organizations of the United States of America, will be allowed bricks in the Memorial. If there is a question as to the authenticity of a veterans organization, the Memorial Commission shall consult with the local American Legion and VFW Post before rendering a decision on eligibility.

2. Each person or organization desiring a brick shall submit an application on a form designed by the Chatham Memorial Commission. The Chatham Memorial Commission shall determine the applicant's eligibility in accordance with these rules, and

shall accept or reject the application based thereon. If an application is accepted, the Memorial Commission will notify the applicant, and upon the applicant's payment of \$50.00, the Memorial Commission will order the brick.

3. Each brick shall contain the name of the veterans organization or the name of the veteran. No ranks or insignia will be allowed in the Veterans Memorial, however, a brick may designate the veteran's unit (e.g., 33rd Infantry Division) or ship (e.g., USS Dwight D Eisenhower). If there is a question as to unit or ship, the Memorial Commission shall consult with the local American Legion and VEW Post before rendering a decision on eligibility.

4. A veteran need not be a resident of Chatham to qualify for the Veterans Memorial. The general policy is to be inclusive rather than exclusive for determining names on the Veteran's Memorial. Only one name may appear on each brick; family bricks are not allowed. However, the Memorial Commission will make reasonable efforts to group family members and friends upon their request.

5. To qualify for a brick, an individual must hold an honorable discharge or a discharge under honorable conditions. If an individual has served more than one enlistment or in more than one branch of service, then the Memorial Commission will consider the most recent discharge for purposes of this rule. If after a brick is ordered, an individual is discovered to have had a less than honorable discharge or has otherwise materially misrepresented his or her service in the application, the Memorial Commission may refuse to place the brick in the Memorial, and may remove any bricks already placed

in the Memorial. There will be no refunds in such event.

6. The Commission may add bricks to the Memorial at such times as it determines in its sole discretion. A minimum of 50 memorial bricks will be added at a time to the Memorial.

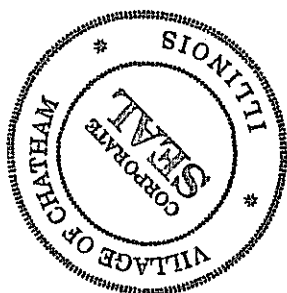
7. Bricks will be of uniform size, design, color and engraving style. Arnold Monument has supplied all bricks prior to enactment of these rules; their bricks are acceptable.

8. The Chatham American Legion and VFW Posts may, without further permission from the Memorial Commission, conduct joint Memorial Day services at the Veterans Memorial. Other bona fide veterans groups and individuals may conduct services at the Veterans Memorial on a first-come, first-serve basis by making application in advance to the Memorial Commission.

9. Any person aggrieved by a decision of the Veterans Memorial Commission under these rules may appeal to the Village President, who shall conduct an informal hearing and render a decision within 7 working days of receipt of the appeal.

**SECTION 2:** This Ordinance is effective immediately. The Clerk shall see to its inclusion in the next update of the Village of Chatham Code of Ordinances. PASSED this 14 day of AUGUST, 2001.

ATTEST:



*Thomas S Gray*  
VILLAGE PRESIDENT

*Pats Chad*

Village Clerk

AYES:	<u>5</u>
NAYS:	<u>0</u>
PASSED:	<u>7-24-01</u>
APPROVED:	<u>7-24-01</u>
ABSENT:	<u>MCGRATH</u>

**ORDINANCE CERTIFICATE**

STATE OF ILLINOIS            )  
  ) SS.  
COUNTY OF SANGAMON        )

I, the undersigned, do hereby certify that I am the duly qualified and acting Village Clerk of the Village of Chatham, Sangamon County, Illinois.

I do further certify that the ordinance attached hereto is a full, true, and exact copy of Ordinance No. 2001-45 adopted by the President and Board of Trustees of said Village on the 14 day of AUGUST, 2001, said Ordinance being entitled:

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I do further certify that prior to the making of this certificate, the said Ordinance was spread at length upon the permanent records of said Village, where it now appears and remains.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of said Village this 14 day of AUGUST, 2001.

  
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Village Clerk