

TiMUN Society Charter



Tilburg Model United Nations was established with the goal of bringing the world of diplomacy, international law, debate and cooperation to students of all backgrounds.

We strive to create a safe space for everyone to learn, grow and express themselves while taking on the role of the most important people and organizations on the international area.

Chapter I - Membership

1. The Association recognizes two types of Membership:
 - a) Active Membership;
 - b) Honorary Membership.
2. Active Membership is dependent on payment of the Membership Fee which is decided by the Board and announced annually within 7 days of the beginning of the term of the Board.
3. Active Membership is granted by the decision of the Board and confirmed with an email within 48 hours from payment of the Membership Fee being registered by the Association.
4. Active Membership grants the right to:
 - a) Take part in the weekly workshops;
 - b) Take part in the TiMUN exclusive social events;
 - c) Take part in TiMUN exclusive academic events;
 - d) Join TiMUN delegations to MUN conferences;

- e) Join TiMUN committees.
- f) Participate and vote in the General Members Meetings;

5. Honorary Membership is granted by the decision of the Board to people who contributed greatly to TiMUN Association or represent the values of TiMUN.

6. Honorary Membership grants the right to:

- a) Take part in the TiMUN exclusive social events;
- b) Take part in the TiMUN exclusive academic events;
- c) Join TiMUN committees;
- d) Participate in the General Members Meeting as observers.

7. Active Membership can be terminated according to the procedure described in the Articles of Association.

8. Active Membership can be suspended for the period of up to 6 months by the decision of the Board when a member consistently fails to meet their financial obligations to the Association, acts against the statutes of the Association or otherwise causes harm to the Association.

9. The Board provides written reasoning for their decision along with the decision on the suspension of Active Membership.

10. Suspended Members can appeal the decision of the Board to the General Members Meeting within 2 weeks of being notified of their suspension.

11. Suspended Members do not enjoy the rights of Active Members except as stated in the Articles of Association.

12. No reimbursement of the Membership Fee is due for the period of suspended Active Membership unless the Board decides otherwise.

13. Honorary Membership can be terminated by a unanimous decision of the Board.

Chapter II - Committees

1. The Association recognizes two types of committees:
 - a) Directorial Committees;
 - b) Special Committees.
2. The Board establishes committees in its resolutions with the goal of supporting Board Members in their duties and/or organizing individual events at their discretion.

3. Directorial committees can comprise Active Members and Honorary members and are led by at least one Board Member named in the resolution of the Board.
4. All Active and Honorary members can apply for the established committees in the process announced to the Association by the Board. The Board Members chosen to lead the directorial committee decide on the application process and choose the committee members. They are entitled to terminate a member's position in the committee effective immediately after providing their reasoning.
5. Committee members will be responsible for executing tasks given to them by the Board Members leading the committee. Members of committees established by the Board can participate in exclusive TiMUN social events open only for committee members and the Board.

Chapter III - The Board

1. The Board is made up of 8 positions:
 - a) President of the Board;
 - b) Treasurer of the Board;
 - c) Secretary of the Board;
 - d) Director of Academics;
 - e) Director of Marketing;
 - f) Director of Delegations;
 - g) Director of Social Events;
 - h) Director of Professional Development.
2. General Members Meeting may decide to split one position between 2 Board members with the exceptions being:
 - a) President of the Board;
 - b) Treasurer of the Board;
 - c) Secretary of the Board.
3. The Board holds regular meetings to discuss the matter of the Association and make decisions necessary for its functioning. The frequency of those meetings is decided by the President of the Board however it shall not be less than 2 meetings every month.
4. The Board makes decisions by a simple majority unless stated otherwise in the Charter or the Articles of the Association.
5. Quorum for meetings of the Board shall be at least four members.

6. Minutes from meetings of the Board are taken by the Secretary of the Board or another person designated by the President of the Board and held in the records of the Association.
7. The Board makes decisions in regards to the Association and its functioning in resolutions which are held in the records of the Association.
8. The minutes from meetings and resolutions of the Board are confidential unless decided otherwise by the President of the Board.
9. Records of the Association including: Minutes from meetings of the Board, Minutes from the General Members Meetings, Resolutions of the Board, Resolutions of the General Members Meeting, Contracts signed by the Association, Correspondence of the Association with external Partners, Personal data of Association Members, etc. are recorded and kept by the Secretary of the Board.
10. Financial records of the Association are kept by the Treasurer of the Board.

Chapter IV - General Members Meeting

Organisation

1. The Association holds at least one General Members Meeting in every semester of the academic year.
2. The General Members Meeting is called by the resolution of the Board or in a way otherwise stated in the Statutes.
3. The Board or members calling the General Members Meeting must state whether it is held in person, including location, or through online conference.
4. The President of the Board shall be the Chair of all General Member Meetings unless decided otherwise in accordance with the procedures described in the Statutes.
5. The Minutes from the General Members Meeting will be provided to the members within 14 business days of the meeting through email and their physical and digital copies will be held in the records of the Association.

Rules of Procedure

6. The agenda of the General Members Meeting is announced by the Board or members calling the General Members Meeting no later than two weeks before the date of the meeting.
7. Amendments to the agenda should be raised before it is voted through via a motion. Such a motion is followed by a speech in favour and a speech against, if any are proposed. Length of both speeches is decided by the Chair.

8. The agenda is considered complete and unamendable after being confirmed by a vote at the beginning of the meeting unless decided otherwise by the Chair.

9. An amendment to the Agenda requires a simple majority to pass.

10. Realization of all points of the Agenda shall be governed by the following structure unless otherwise decided by the Chair:

- a) A speech presenting the point of Agenda given by a member who proposed it;
- b) A discussion on the point of the Agenda moderated by the Chair;
- c) Speeches in favour and against the point of Agenda;
- d) Voting procedure, if applicable.

11. All votes taken in the General Members Meeting shall be taken through acclamation unless decided otherwise by the Chair.

Proxy Votes

12. All non-suspended Active Members who cannot attend the meeting can issue a proxy to another non-suspended Active Member according to regulations present in the statutes of the Association.

13. For a proxy vote to be considered valid it must fulfill the following requirements:

- a) It must be submitted in written form using the template available at request from Secretary of the Board;
- b) It must contain a wet signature of the member issuing the proxy;
- c) It must be submitted to the President or Secretary of the Board at least 24 hours before the scheduled beginning of the General Members meeting;
- d) It must contain a direct description of votes the member of the Association raises on the points of the Agenda of the General Members Meeting.

14. All proxies recognized during the General Members Meeting will be stamped and signed by the President of the Board and held in the records of the Association.

15. All votes submitted through proxies will be confirmed with the members issuing the proxies within 14 business days of the General Members Meeting.

Chapter V - Election of the Board

1. The process of electing the members of the Board for the next term starts with the resolution of the Board announcing the opening of the applications for the positions listed in Art. 1 Chapter 3 of the Charter, but not later than on 15th of April of the year when the current Board's term ends.
2. The method of putting in applications for the positions in the Board for the next term along with all the requirements is announced by the Board through email sent to members of the Association and on its social media on the day of the opening of Applications.
3. The deadline for sending through applications for the positions in the Board for the next term is set by the Board but shall be no sooner than 1st and no later than 15th of May of the year when the current Board's term ends.
4. Every non-suspended Active Member of the Association is entitled to apply for any and all positions in the Board for next term.
5. Upon submitting the application the Board shall confirm receiving it through email and inform the candidate of the procedure that will follow.
6. The Board, through its resolution, after reviewing all the applicants, picks a list of candidates for all the positions listed in Art. 1 Chapter 3 of the Charter to be presented to the General Members Meeting.
7. If one of the current Board members is applying for any of the positions in the Board for next term they shall recuse themselves from participating in any form in the process of reviewing or choosing the candidates for the positions they applied for.
8. Within 14 days of the deadline for sending through the applications for the positions in the Board for next term, the Board shall call a General Members Meeting with the purpose of electing their successors.
9. The General Members Meeting designated to choose the Board for next term shall not have other points of Agenda than election of individual members of the Board for next term unless decided otherwise by the Chair.
10. All points of the Agenda of the election meeting shall be governed by the following structure unless decided otherwise by the Chair:
 - a) Speech by the candidate presented to the General Members Meeting by the Board;
 - b) A speech in favour and a speech against, if any are raised;
 - c) The voting procedure
11. The voting procedure shall be executed through anonymous casting of votes with the exception of proxy votes provided. Objections to the voting resulting have to be raised immediately after results are announced by the Chair. If there are any objections the vote shall be repeated through roll call procedure.

12. If the candidate presented by the Board fails to gain a simple majority the Chair will call for a 10 minute recess in the meeting.
13. Following the resumption of the meeting each member will be given the chance to put forward their candidacy for the position and give a speech to the General Members Meeting.
14. When all the candidates for the position have presented themselves the Chair will call for a vote upon each candidate individually listed in alphabetical order. The voting procedure shall follow structure listed in art. 11 Chapter 5 of the Charter.
15. If none of those candidates gains the simple majority the Board will call a second General Members Meeting within one month repeating the application procedure with necessary adjustments.
16. If for unforeseen circumstances one of the Board members has to resign but the number of overall Board members remains at or above 6 the President of the Board will decide whether to open applications for the position or delegate the role to one of the current Board members.
17. If the number of Board members falls below 6 the elections shall be called following the procedure described in this Chapter, adjusted accordingly.

Chapter VI - TiMUN Conference

1. The Board with a resolution annually establishes a Special Committee for organisation of the TiMUN Conference led by the President of the Board until the Secretary General of the conference is chosen.
2. The committee comprises the Secretary General, Deputy-Secretary Generals, Under-Secretary Generals and other members of the Secretariat of TiMUN Conference.
3. The Board with a resolution announces the applications for the position of Secretary General of TiMUN Conference no later than on the day of the deadline for applications of the Board for next term.
4. The method of putting in applications along with all the requirements is announced by the Board through email sent to members of the Association and on its social media.
5. Applications to the position of Secretary General are open and membership to TiMUN Association shall not be a requirement.
6. The deadline for applications is decided by the Board but shall not be later than 30th of June.
7. The Secretary General is chosen from among the applicants by a resolution of the Board on a meeting including the President Elect of the Board for next term.
8. Upon being officially chosen for the position, the Secretary General takes over leadership of the committee and with help of the Board and Board Elect for the next term organizes elections for the

positions of Deputy-Secretary Generals following a procedure accepted and announced by the Secretary General.

9. The following elections for further members of the Secretariat of the conference are fully planned and organised by the Secretary General and their committee.

10. The Committee is responsible for planning, organizing and coordinating the TiMUN Conference in all aspects necessary. It is also financially responsible to the TiMUN Association with the funds it receives and manages.

11. The Secretary General is at liberty to appoint and dismiss the members of the committee under his leadership.

12. The Secretary General can only be removed from their position by the resolution of the General Members Meeting.

13. Upon completing their task of organizing the TiMUN Conference the committee is dissolved and the Secretary General is responsible for handing over all assets and a financial report from the TiMUN Conference's spendings to the Board.