

LIMUN
Board of Trustees Charter

Members:

Afolabi Adekaiyaoja
Denise Chau
Aditya Ranjan
Leonie Jarrett
Meshaal Choudhary
Muqaddam Malik
Moni Owoade
Dijana Spasenoska

Committees:

Finance Committee
Governance Committee
Outreach Committee
Partnerships Committee

Trustee Portfolios

Afolabi Adekaiyaoja	Chair
Denise Chau	Alumni Relations
Meshaal Choudhary	Policy and Compliance
Leonie Jarrett	Communication and Marketing
Muqaddam Malik	Curation
Moni Owoade	Partnerships
Aditya Ranjan	Transformation
Dijana Spasenoska	Strategy

Afolabi Adekaiyaoja

Afolabi is the lead member of the Board of Trustees for:

- Chair of the Board, Administration and Foundation Ways of Working
- Overseeing Outreach and Digital projects
- IT and Website (Digital)
- Storage/Logistics

Denise Chau

Denise is the lead member of the Board of Trustees for:

- Overseeing Alumni relations projects
- Developing an efficient and impactful Alumni programme with former Secretariat members and chairs Recruitment/Onboarding

Meshaal Choudhary

Meshaal is the lead member of the Board of Trustees for:

- Overseeing Policy and Compliance
- Management of the LIMUN Constitution and By-Laws and its relevant application
- Responsible for addressing any complaints by/about Secretariat members in conjunction with the Chair through the Constitution
- Ensuring all legal avenues and approaches for procedures are documented and complied with

Leonie Jarrett

Leonie is the lead member of the Board of Trustees for:

- Overseeing Communications and Marketing
- Responsible for curating and reviewing LIMUN's Brand and Identity
- Working with USG Communications to develop workable online media campaigns and unified approaches to LIMUN communications

Muqaddam Malik

Muqaddam is the lead member of the Board of Trustees for:

- Overseeing Academic curation
- Responsible for overseeing the academic content and rigor of the Foundations output
- Responsible for providing guidance to the USGs Chairing for topics selection, committee curation and general audit of existing MUN practices
- Managing an annual review of the MUN community's trends and review for LIMUN's future years
- Leading on the development and production of LIMUN training items
- Developing a Brexit Policy
- Leading on developing and administering scholarships to LIMUN

Moni Owoade

Moni is the lead member of the Board of Trustees for:

- Overseeing Partnerships
- Responsible for developing an impactful partnership proposal for the Foundation
- Responsible for maintaining and engaging long-term partners of the Foundation
- Responsible for creating and reviewing a partnerships guideline document to guide future partnership proposals

Aditya Ranjan

Aditya is the lead member of the Board of Trustees for:

- Overseeing Finance and Transformation
- Oversee special projects and 'sprints' through targeted intervention in identified areas
- Develop timelines and work with Trustees and relevant Secretariat members to achieve sustainable impact
- Developing items, agenda and proposals for LIMUN Training sessions
- Developing themes, identifying pairings and reviewing progress of the LIMUN Mentorship Programme

Dijana Spasenoska

Dijana is the lead member of the Board of Trustees for:

- Overseeing Strategy and Special Projects
- Responsible for helping develop long-term Foundation-wide strategy and plans
- Responsible for curating and developing a triannual development and strategy plan for the Foundation

Finance Committee

Aditya Ranjan, Chair
Afolabi Adekaiyaoja
Meshaal Choudhary
Denise Chau

Purpose

The Finance Committee of the Board of Trustees serves as the administrative committee of the Board to

1. Manage the implementation of the Budget process.
2. Facilitate approval of post-approved Budget considerations.
3. Liaise with the Foundation's bank.
4. Act upon payments and receipts and other matters relating to the financial wellbeing of the Foundation.

Responsibilities and Authority

The Committee will have the following responsibilities and authority:

1. To convene meetings with the respective officers on each Secretariat with responsibility for Finance to facilitate the Budget process.
2. Present the Board with the approved Budget for each conference and for the Foundation annually for its consideration and approval.
3. Approve any post-budget consideration made by the Secretariats within the margin of an in-built contingency.
4. Conduct any liaisons with the Foundation's bank and be empowered to seek alternative arrangements where necessary to fulfil any financial obligations.
5. Manage the procedure whereby the Foundation is audited annually for the Annual report.
6. Issue any payments, or refunds, for any of the Foundation's obligations.
7. Conduct any emergency authorisation on behalf of the Board if consideration/decision cannot be made under 12 hours.
8. In the course of fulfilling their duties, the Committee may make procedures to guide their work as long as it does not contravene the limits and exceed the authority delegated to them by the Board.

Limits

The following limitations affect the powers of this committee:

1. The Committee cannot approve a Secretariat's budget – that remains the exclusive preserve of the full Board of Trustees
2. The Committee may not arbitrarily effect changes to the budget that surpass 5% of the total budget for that year without presenting said change to the Board

Governance Committee

Afolabi Adekaiyaoja, Chair
Meshaal Choudhary
Denise Chau
Leonie Jarrett

Purpose

The Management Committee of the Board of Trustees serves as the administrative committee of the Board to

1. Manage day-to-day administration of the Foundation and liaisons with the Secretariats
2. Oversee performance evaluation of the Secretariat annually and Trustees biannually
3. Coordinate the Recruitment processes for Secretaries-General and ad-hoc staff
4. Manage internal staffing processes, including HR and complaints, as necessary
5. Develop, update as necessary and recommend to the Board LIMUN's governance principles

Responsibilities and Authority

The Committee will have the following responsibilities and authority:

1. Evaluate the composition, size, organization and governance of the Board and its committees, determine future requirements, and make recommendations to the Board about the appointment of future Trustees
2. Periodically review and recommend policies for formal Board approval
3. Serve as a direct liaison to the Secretariat on day-to-day processes and relations
4. Oversee the Board's performance and annual self-evaluation process, including conducting surveys of director observations, suggestions and preferences regarding how effectively the board operates.
5. Evaluate and recommend termination of service of individual members of the Secretariat and Board as appropriate, in accordance with the Board's governance principles, for cause or for other proper reasons.
6. Review and re-examine this Charter and governance practices at least annually and make recommendations to the Board on proposed changes
7. Develop, advertise and administer the process for the recruitment of Secretaries-General and programme administrators for LIMUN
8. Managing the creation and enforcement of a LIMUN Safeguarding policy
9. Managing onboarding and transition processes between Secretariats, and Trustees where necessary, through the provision of relevant documentation and changeover of access

Limits

The following limitations affect the powers of this committee:

1. The Committee cannot dismiss a Trustee or Secretariat member without informing the Board and proceeding with said recommendation
2. The Committee cannot appoint a Trustee or Secretariat member without the full involvement and consent of the Board
3. The Committee cannot unilaterally pass and put into effect any proposed policy without Board consent

Outreach Committee

Afolabi Adekaiyaoja, Chair
Dijana Spasenoska
Muqaddam Malik
Moni Owoade

Purpose

The Outreach Committee of the Board of Trustees serves as the administrative committee of the Board to

1. Create and lead on outreach programs by the Foundation.
2. Manage the ideation, brainstorming and piloting of any Board approved programmes.
3. Currently lead efforts on developing and supporting the High School conference.
4. Engage with the wider MUN community on programs to further achieve the Foundation's objectives.

Responsibilities

The Committee will have the following responsibilities and authority:

1. Ideate, propose and incubate outreach programmes for the LIMUN Foundation
2. Temporary management and oversight of the LIMUN: HS Conference
3. Collate information and relevant necessary details to help inform the Board of the viability and feasibility of a programme
4. Maintain engagement with relevant and similar foundations with likeminded objectives
5. Developing partnerships with schools and their MUN programs
6. Overseeing the production of relevant MUN training programmes/material

Limits

The following limitations affect the powers of this committee:

1. The Committee cannot approve a pilot or testing of a programme without Board consent
2. The Committee may not conduct any recruitment towards the execution of any programme without Board consent
3. The Committee may not commit any financial or legal obligations towards an external programme, affiliation or commitment without Board consent

Partnerships Committee

Moni Owoade, Chair
Leonie Jarrett
Muqaddam Malik
Dijana Spasenoska

Purpose

The Partnership Committee of the Board of Trustees serves as the administrative committee of the Board to

1. Manage partnerships for the Foundation
2. Draft and establish guidelines for which partners to engage with
3. Ensure adequate compliance and strict adherence to agreed upon contracts

Responsibilities and Authority

The Committee will have the following responsibilities and authority:

1. Drafting proposals for the purpose of developing partnerships for LIMUN
2. Maintaining relationships with existing, and cultivated, partners for the purpose of maximising a mutually beneficial arrangement
3. Ensuring that LIMUN is not legally or financial complicit in any illegal or uncharitable objectives by virtue of its partnerships
4. Reviewing all partnerships in line with our charitable objects and ensuring full compliance with Charity Commission regulations
5. Conducting due diligence on any partnership proposal before presenting it to the Board of Trustees

Limits

The following limitations affect the powers of this committee:

1. The Committee may not commit any financial or legal obligations towards an external programme, affiliation or commitment without Board consent

TERMS

Each Trustee is approved for a two-year term

Trustees assuming the Chair take on a new year term and transition to this new two-year cycle

Trustees

Afolabi Adekaiyaoja	April 28 th 2018	2 nd
Denise Chau	November 24 th 2014	4 th
Aditya Ranjan	November 24 th 2018	1 st
Leonie Jarrett	February 2 nd 2019	1 st
Meshaal Choudhary	January 18 th 2020	1 st
Muqaddam Malik	January 18 th 2020	1 st
Moni Owoade	January 18 th 2020	1 st
Dijana Spasenoska	January 18 th 2020	1 st

Past Trustees

Gavin Patti	May 24 th 2012	-	March 26 th 2017
Sehrish Ejaz Khan	March 26 th 2016	-	May 31 st 2017
Benjamin Osenius-Ette	February 27 th 2016	-	February 11 th 2019
Ikramul Choudhary	May 24 th 2012	-	June 1 st 2019
Dali ten Hove	March 26 th 2017	-	November 23 rd 2019
Camille Bigot	February 2 nd 2019	-	January 20 th 2020

Chairs

Gavin Patti	May 24 th 2012	-	May 31 st 2017
Ikramul Choudhary	May 31 st 2017	-	June 1 st 2019
Afolabi Adekaiyaoja	June 1 st 2019	-	present