*Model United Nations at Florida SouthWestern Collegiate High School*

**Operating Bylaws**

This club at Florida SouthWestern Collegiate High School-Charlotte shall be run and conducted in accordance with the following key principles and bylaws:

**Section I. Name, Location, Schedule**

1. Name: FSWCHS-Charlotte Model United Nations
2. Location: K-105
3. Schedule: Meetings are held on Mondays or as often as needed, as determined by officers.

**Section II. Membership**

1. This club is open to all students at Florida SouthWestern Collegiate High School.
2. Students with an irreconcilable conflict with club meetings must reach an acceptable compromise with the officers.
3. All assigned tasks are to be turned in when directed by the officers.
4. All members are required to participate in some capacity to the club’s main fundraising event: International Dinner Night.
5. Students missing two consecutive meetings without notifying the officers will be immediately removed from the club.
6. All members must pay annual dues of $10.00 every school year.

**Section III. Leadership**

1. FSWCHS-Charlotte MUN officers will be elected by popular vote:
	1. The president, vice president, and secretary will be elected the week prior to International Dinner Night.
2. Officers will be responsible for, but not limited to, the following:
	1. President: Planning and running meetings, clearly setting goals and expectations with the team, helping with registration and logistics for all conferences, being able to talk with team members, and passing on all necessary information from one year’s officers to the next.
	2. Vice President: Assisting in the running and planning of meetings, guiding and motivating the team in researching/conference prep, collaborate with the president to design assignments and goals for the team, and assist in running all mock debate situations.
	3. Secretary: Taking attendance, taking notes, keeping track of conference sign ups, doing any paperwork assigned by the president.

**Section IV. Conferences**

1. Information regarding the Conferences the club will be attending for the year will be presented during the first two meetings, and registration for conferences will be held during the third meeting.
2. Registration will be held as follows:
	1. Members interested in participating will each be given the chance to sign up for one conference before any member may sign up for a second.
	2. Officers will have the first pick in registering for conferences.
	3. The order for signing up for conferences will be based upon FSWCHS MUN Seniority.
	4. If a conference has more interest than available spots, a ‘wait list’ will be prepared for use if a member becomes unable to attend.
3. Upon registering for a conference, a **non-refundable\*** 50% deposit will be due at the start of the next (i.e. fourth) meeting. Failure to comply will result in the loss of one’s spot for the conference. The next member on the wait-list will need to provide a **non-refundable\*** 50% deposit at the next meeting, or this person will also forfeit his/her spot.

\*In the event a student is unable to attend a conference, the club cannot reimburse the student the money s/he has paid towards that conference. The student, however, can recoup the funds by recruiting another student to take his or her spot. This student will need to negotiate with his/her replacement for reimbursement of the funds. The replacement student will also need to be approved by the club sponsor and Principal.