

Rogers Quarterback Club
Constitution and Bylaws
Club originated: 2002
Bylaws Approved: May 2025

As stated and outlined in the Rogers Quarterback Club's Articles of Incorporation as well as the ISD 728 Booster Club Guidelines, the Rogers Quarterback Club is a Non-Profit 501(c)3 Corporation organized exclusively to support and further the Rogers High School football program.

Section 1: Mission Statement

The Quarterback Club promotes, supports & enhances our Rogers Royals Football program through fundraising events, sponsorship opportunities, membership and community connections.

Section 2: Membership:

As an organization, we have one class of members. General members are parents or guardians of players participating in the Rogers High School football program. General members shall pay annual dues on a per player basis, and have a right to one vote at the annual meeting per paid membership. While membership is optional in the Quarterback club, membership is required in order to participate in any voting or membership activities.

If a player decides to quit and the family has paid their Quarterback Club membership fee, they will be reimbursed if they've participated in less than 40% of the season.

Section 3: Board of Directors:

The governing body of this association shall be the Board of Directors. The Board of Directors shall consist of an Executive Board and Head Coach

- **Executive Board** shall consist of the following positions: President, Vice President, Secretary, and Treasurer
- **Concessions Director**
- **Fundraising Director**
- **Social Media/Communications Director**
- **Head Coach**

No member of the Board, Member Elect, Member at Large or any other person/s, etc. will be permitted to state or imply that he/she/they/it has/have the permission or authority to act as an agent or solicit on behalf of the Rogers Quarterback Club without prior approval of the Board of Directors

All Board Members shall attend and assist as necessary with all home games, fundraisers, and special events. Supervise Rogers QB Club events or activities as needed.

The Executive Board shall manage the property and affairs of the organization. The Executive Board and Board Members shall, upon election or appointment, enter into the performance of their duties described as of January 1st of the new season and shall continue in office for a total term of two (2) years ending December 31st of the 2nd year.

- The President, Secretary and Fundraising Director positions will be up for election on ODD years
- The Vice President, Treasurer, Social Media/Communications Director, and Concessions Director positions will be up for election on EVEN years
- The outgoing officers shall transfer all records, files and materials. Communicate all practices and policies to the newly elected officers to ensure a smooth transition of the duties. Personally developed procedures, letters and records are considered property of the Association and shall be transferred in the process.
- Executive Board Members can run for multiple terms.

The President shall have the power to appoint such standing and special committees as he/she determines, and delegate such power to them. The Executive Board shall have the power to fill any vacancy, which may occur in any office with ratification of the Board Members.

The Board of Directors may adopt such rules and regulations for the management of the association, as it deems proper.

Section 4: Duties

Duties of the Officers

- The President shall preside at the general membership annual meeting, the Board meetings, and any special general membership meetings. The President shall oversee all business of the organization and delegate tasks necessary to carry out the purpose of the organization. The President or designee shall represent the Booster Club at all external activities.
- The Vice President shall preside in the absence of the President and at such times perform the duties of that position. Additionally, the Vice President assumes additional responsibility delegated to him/her by the Officers.
- The Secretary shall create and maintain accurate records of all proceedings of the organization. The Secretary shall be responsible for maintaining the Booster Club's Bylaws, and Policies and Procedures Manual.
- The Treasurer shall be responsible for the financial aspects of all endeavors of the Booster Club. The Treasurer shall create and maintain accurate financial records. The Treasurer shall provide a financial status report at Booster Club meetings and shall submit a written report at the annual meeting.
- Concessions Director shall be responsible for the management and oversight of all concession activities. Including, but not limited to, inventory management, purchasing, cash management, game day event management, special event management, partnership with other group use (i.e. Soccer, etc.).
- Fundraising Director shall be responsible for the planning & execution of approved fundraising activities.
- The Social Media/Communications Director shall be responsible for planning, creating, and executing social media content across designated platforms. This individual shall also monitor all social media accounts for inappropriate or spam content and take appropriate action as needed. In addition, the Director shall assist with email communications and coordinate messaging with grade-level coordinators to ensure consistent and effective communication across the organization.

Duties of the Head Coach

- The Head Coach will be an active member of the booster club.

- The Head Coach role is to advise the board on team activities, participate in planning of team expenses, and support fundraising activities as deemed necessary.
- The Head Coach has voting authority on all board motions.

Section 5: Meetings

All Member QB Club Meetings will be held Monthly May through December (in-season) on the 1st Monday of every month.

- Notification of location and time will be communicated to the membership at least 24 hours prior to the meeting

The Executive Board will meet off-season to do additional planning and/or adhoc meetings as needed for additional budget planning or tax preparation, etc.

Section 6: Elections and Voting:

An election of Board members shall be conducted once per year at the General Membership Annual Meeting (December).

- The elections will be held during the official December board meeting.
- Nominations may be made from the floor at the annual meeting with the consent of the nominee.
- A member may only vote once in any election.
- The election shall be made by majority vote of the general members present at the annual meeting assuming a quorum has been established.
- In the absence of a General Membership quorum, the existing Board will vote and elect new board members.
- In the event a board member resigns prior to the end of the term, the board of directors may appoint an individual to fill the position for the remainder of the term.
- In the event the President resigns prior to the end of the term, the Vice President will assume the position of President for the remainder of the term.
- In the event the Vice President does not accept the President's position the Board of Directors will appoint the new President.

Voter Eligibility

- A general member in the current active season who's dues have been paid are considered a voting member.
- At any time the player decided to terminate his/her eligibility and membership fees were refunded, voting/membership rights were terminated at the same time.
- A member is considered as a single membership, no matter how many children he/she may have participating in the association
- A member has a right to one vote at the annual meeting per paid player membership.

Section 7: Bylaw Amendments

The Rogers Quarterback Club Bylaws may be amended by a majority vote of the Board of Directors at any regular meeting provided the proposed amendments have been presented orally and recorded in writing in the minutes at the two directly preceding regular meetings.

Section 8: Dissolution

The Booster Club may be dissolved in accordance with the laws of the State of Minnesota. Upon dissolution, all remaining assets shall be distributed to a not-for-profit organization created and operated exclusively for the benefit of student athletes. The recipient organization shall qualify as exempt under Section 501 (c)(3) of the Internal Revenue Code.