

Lake Zurich Quarterback Club

CONSTITUTION

January, 2019

ARTICLE I – ORGANIZATION

Section 1 – LZQBC

A. Name and Purpose

The Lake Zurich Quarterback Club (LZQBC) is a non-profit parent volunteer organization that supports the needs of the Lake Zurich High School (LZHS) Football Program.

B. Mission Statement

The LZHS Football program has been successful, in not only winning football games but, more importantly, teaching our young men life lessons that will benefit them and their local communities now and into the future. The mission of the Lake Zurich Quarterback Club is to generate resources and support to assist the Lake Zurich High School Football Program.

C. Conflict of Interest Avoidance

No Executive Officer, Non-Executive Officer, Committee Head, or Parent Participant will enter into any contract with the LZQBC for monetary benefit or profit. All such persons will avoid situations where a conflict of interest might arise or exist.

D. Felony and Misappropriation of Funds

No person that has been convicted by any court for any misdemeanor involving the misuse or misappropriation of funds, or has been convicted of any felony may assume a position within the LZQBC as an Executive Officer, Non-Executive Officer, Committee Head, or employee thereof.

E. LZQBC Bylaws

The LZQBC Bylaws comprise the legal authority, operating mechanisms and ultimate character of conducting LZQBC business. The LZQBC Constitution, subject to any Bylaws limitations, is intended to provide policy and procedural direction and guidance on matters of day-to-day club operations. While subordinate to the Bylaws, the Constitution provides specific implementation mechanisms for Clubs member's conduct and interactions. As such, the Constitution is a supplement to, not a substitute for the Bylaws.

Section 2 – LZQBC Membership

A. Membership Qualification

LZQBC Membership is open to all parents that have a child that is currently registered or was registered the prior season within the Lake Zurich High School Football Program. Active LZQBC's Members are all parent volunteers that have actively participated in LZQBC business functions. Business functions include; participating in LZQBC board meetings, assisting with legal and administrative duties, leading a committee, volunteering for game day staffing needs, and volunteering to work at LZQBC fundraising activities.

B. Parent Volunteer Duties

Each parent is expected to volunteer and contribute to the overall success and needs of the Lake Zurich High School Football Program by donating time and efforts to support the football program through a range of activities as determined by the Executive Board of Directors.

C. Voting

All decisions on which voting is required will require a majority vote from the LZQBC board of directors. The Board of Directors must consist of the executive branch (a President and 1 or 2 Vice Presidents), 1 Secretary, 1 Treasurer, 1 Concessions Lead, and 1 Mama Bear.

All items that require a vote should be brought forth by the President to the other members of the Board of Directors and will require a majority vote to pass. The President should only vote if needed to break a tie.

The LZQBC's Active Members have a right to vote in the annual Board of Director Elections.

Section 3 – LZQBC Meetings

A. Regular Meetings

The LZQBC will hold regular meetings on the third (3rd) Thursday of each month unless changed by the Executive Officers. The LZQBC will conduct its meetings in accordance with Roberts Rules of Order.

B. Special Meetings

The President or by any three (3) voting members may call a Special Meeting.

C. Annual Meeting

The Annual Meeting will be held in November at which time Officers for the following year will be elected.

Section 4 – LZQBC Officers and Committees

A. Executive Officer Voting Rights

Executive Officers may vote, however, the highest-ranking LZQBC Executive Officer may not cast a vote unless it is a tie-breaking vote.

B. Board of Director Powers

The Board of Directors is comprised of elected Executive Officers (President and 2 vice presidents) and Non-Executive Officers (appointed Secretary, elected Treasurer, appointed Concessions Lead, appointed Mama Bear). The Board of Directors will have the authority to conduct all LZQBC business, including but not limited to entering into contracts, and receiving and disbursing money on behalf of the LZQBC as dictated by the LZQBC Bylaws.

C. President

The President will act as the LZQBC's chief executive officer, preside at meetings, appoint committees, assure compliance with all elements of the LZQBC Constitution and Bylaws, assure all external compliance requirements are met, and will assure implementation of actions and decisions of the LZQBC Executives.

D. Vice President(s)

In the President's absence, the vice president presiding is responsible for coordinating all activities being conducted by the club. If both Vice Presidents are present, the VP with the non-graduated player in the graduating class closest to present day will be the primary coordinator. If both VPs are from the same graduating class, then the VP with the most LZQBC experience would be the primary coordinator.

E. Treasurer, Secretary, Concessions Lead, Mama Bear

The Treasurer, Secretary, Concessions Lead, and Mama Bear will perform duties and hold responsibilities as specified in the By Laws.

F. Committees

An Executive Officer will oversee the chair /co-chair of each LZQBC Committee. Committees will be formed, dissolved, or maintained at the discretion of the President.

G. Ultimate Authority

As specified in the By Laws, the Board of Directors is empowered to promulgate final resolution on any business matter, critical decision, conflict resolution, or disciplinary matters brought. Any one of the Officers directly involved in any such matter is excused from the final vote and/or resolution of the matter. The Board of Directors may invite non-Board member representatives to assist in resolving any such matters.

H. Executive and Non-Executive Officer Candidate Eligibility

To run for office all Executive Officers must have met the LZQBC Active Membership qualification requirements throughout the prior year.

Non-Executive Officers are required to meet the LZQBC Membership qualification requirements or have a child planning to enter the program Freshman Year of the following season.

Potential Candidates must pass evaluation by the serving Board of Directors and meet the requirements of Article 1, Section 1, paragraphs c and d.

ARTICLE II – CERTIFICATION

This is to certify that the foregoing is a true and correct copy of the Constitution of the Lake Zurich Quarterback Club and that such Constitution was duly adopted by the Board of Directors of the Lake Zurich Quarterback Club on the date set forth below.

Date: _____

Secretary