

Manteca Futbol Club



Constitution and Bylaws

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02:06 – (all)

Jan 4, 2023

Constitution

1:01 Name

1:01:01 The name of this organization shall be Manteca Futbol Club, hereinafter referred to as MFC. This club shall exist solely as a non-profit organization. Notwithstanding any other provisions of these articles, MFC shall not carry on any other activities not permitted to be carried on by an association exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code of 1954.

1:02 Mission

1:02:01 The mission of the MFC is to develop elite competitive soccer players and build strong character through soccer in the young men and women who are members of MFC.

1:03 Colors & Logo

1:03:01 Representative colors for the MFC logo will be Red, White, Gold and Black. The MFC Board will designate the logo.

1:03:02 Representative uniform jersey colors will be Red and White. Black will be a third alternate jersey once the red and white jerseys have been purchased. Shorts will be red, white or black. Socks will be red, white or black.

1:04 Affiliation

1:04:01 The MFC is an affiliate of US Club Soccer and the United States Soccer Federation (USSF).

1:05 Authorities

- 1:05:01 The MFC shall be governed by its Constitution, Bylaws, Policies, & Procedures except when they are superseded by US Club Soccer and/or the USSF.
- 1:05:02 The governing power of this club, whose powers shall be designated in the bylaws, shall be vested in the Board of Directors of this club.
- 1:05:03 The Governing Board, hereinafter to be known as the Board of Directors, shall be composed of the Club Administrator, Assistant Club Administrator, Director of Finance, Registrar, Secretary, Director of Coaching, and Director of Operations. All Board of Director positions shall be voting except for Registrar. Club Ambassador position is a voting position.
- 1:05:04 Annual Election. The general membership present and voting at the Annual Election, held at the Annual Meeting, shall elect by majority vote the following officers: Assistant Club Administrator, Director of Finance, Registrar, and Secretary. Elected officials shall serve for a period of two (2) years. The Assistant Club Administrator and Director of Finance shall be elected to take office in December of odd numbered years. The Registrar and Secretary shall be elected to take office in December of even numbered years.
- 1:05:04:01 In December, the elected officers shall appoint a Club Administrator who shall serve on the Board of Directors for a term of one (1) year. The term may be renewable. The term shall take effect immediately upon appointment.
- 1:05:05 Qualifications. In order to be eligible for election to the office of the Club Administrator, the candidate must have served as a member of the Board of Directors for at least one (1) year of the most recent five (5) years. Said member shall not be eligible for election if during his/her term of office said officer was removed by reasons of unexcused absences or for cause and shall remain ineligible for an elected position for a period of five (5) years.
- 1:05:06 Director of Coaching and Director of Operations. In December, the elected officers shall appoint a Director of Coaching and Director of Operations who shall serve on the Board of Directors for a term of one (1) year. The term may be renewable. The term shall take effect immediately upon appointment.
- 1:05:07 Members-At-Large. In January, the Board of Directors shall appoint Members-At-Large. The term shall and be one (1) year. The term may be renewable. The term shall take effect immediately upon appointment. Duties of all Members-At-Large shall be defined in the Bylaws.

1:06 Membership

- 1:06:01 The general membership of MFC shall be comprised of the Board of Directors, Members-At-Large, and one registered head coach, one registered assistant coach & one registered Team Manager for each team.
- 1:06:02 Honorary membership. Upon recommendation of the Board of Directors, honorary memberships may be given to individuals in the community who make significant contribution to MFC. Honorary memberships shall be non-voting.

1:07 Financial Administration

- 1:07:01 All teams shall be self-funding through MFC as outlined in the procedures. Proposed budgets shall conform to this basic principle.
- 1:07:02 All financial procedures are outlined in the Team Manager Manual.

1:08 Annual Meeting

- 1:08:01 The Club Administrator shall call an Annual Meeting of the members to be held during the month of November. Public notice of the date, time, place and purpose of the meeting shall be made to the membership at least twenty (20) days before the meeting.
- 1:08:02 The order of business at the annual meeting shall be as follows:
- A. Call to Order
 - B. Roll Call
 - C. Introduction of Guests
 - D. Review and Approval of Minutes of the previous MFC Annual Meeting
 - E. Unfinished Business
 - F. Reports
 1. Club Administrator
 2. Assistant Club Administrator
 3. Director of Finance
 4. Registrar
 5. Secretary
 6. Director of Coaching
 7. Director of Operations
 8. Members-At-Large
 9. Special Appointments
 10. Committees

- G. New Business
- H. Amendments to the Constitution
- I.
 - 1. Proposals for Changes to the Constitution
 - 2. Vote to adopt Amendments
- J. Election of Officers
 - 1. Nominations of Officers
 - 2. Vote to elect officers
- K. Adjournment

1:08:03 A quorum shall consist of any number of members present at the Annual Meeting. Each Board of Directors member, each Member-At-Large, each registered (1) Head Coach, (1) Assistant Coach, and (1) Team Manager shall be entitled to one (1) vote each with a maximum of three (3) votes per team.

1.08.04 Voting by proxy shall not be allowed. No person shall cast more than one (1) vote. Only those members of record in good standing shall be entitled to voting privileges. In the event of a tie, another vote shall be taken to determine the winner.

1.08.05 Nominations for elected officers shall be submitted to the club Secretary at least (30) days prior to the Annual Meeting. The general membership shall be notified, in writing, of such nominations at least twenty (20) days prior to the Annual Meeting at which the officers will be voted on

1.08.06 Applications for appointed officers positions, shall be submitted to the club Secretary at least (10) days prior to the Annual Meeting.

1.08.07 Applications for at-large member positions, shall be submitted to the club Secretary at least (10) days prior to the Annual Meeting.

1:09 Amendments

1:09:01 Amendments to the Constitution shall be voted on at the Annual Meeting of the membership. Any member in good standing can propose a change(s) to the Constitution. Amendments shall be presented, in writing, to the Board at least sixty (60) days prior to the Annual Meeting. The general membership shall be notified, in writing, of such proposed amendments at least twenty (20) days prior to the Annual Meeting at which the proposed amendment will be voted on.

1:09:02 An amendment shall be deemed adopted by an affirmative vote of two-thirds (2/3) of the members attending and voting at the Annual Meeting. Any amendments to the Constitution adopted at the Annual Meeting shall become effective immediately following the Annual Meeting unless otherwise stated in the change.

1:09:03 Changes to the Bylaws, Policies and/or Procedures shall be adopted at any General Board Meeting by a two-thirds (2/3) vote of the Board of Directors. Any member of the General Membership, as defined in the Constitution, whom is in good standing, can propose a change(s) to the Bylaws, Policies, and/or Procedures.

1:10 Rules of Order

1:10:01 The rules contained in Robert's Rules of Order shall govern MFC in all cases in which they do not conflict with the Constitution, Bylaws, Policies, and/or Procedures of MFC, US Club Soccer, and the United States Soccer Federation (USSF).

1:11 Dissolution

1:11:01 Should MFC be dissolved, all assets remaining after payment of all debts shall be turned over to a non-profit fund, foundation, or organization which operates exclusively for the purpose of the development of competitive youth soccer.

Bylaws

2:01 Board of Directors

- 2:01:01 The officers of the Board of Directors shall be (in order of hierarchy) the Club Administrator, Assistant Club Administrator, Director of Finance, Registrar, Secretary, Director of Coaching, and Director of Operations. The Board of Directors shall be responsible for representing the overall membership of MFC. As such, they shall:
- Ensure that MFC operates within the Constitution and the ByLaws of MFC;
 - Confirm or veto the selection of Club Administrator, Director of Coaching, Director of Operations, Members-at-Large, Coaches and Trainers;
 - Ensure proper money handling procedures are in place;
 - Determine the Policies and Procedures of MFC and provide the broad goals and objective of the members of this Club.
- 2:01:02 Club Administrator. The duties of the Club Administrator shall be:
- Conduct all meetings of the Board of Directors and shall cast a vote only in the case of a tie.
 - Provide leadership, inspiration and direction for MFC during the term of office.
 - The Club Administrator is authorized to represent MFC on all bank accounts.
- 2:01:03 Assistant Club Administrator. The duties of the Assistant Club Administrator shall be:
- In the absence of the Club Administrator the Assistant Club Administrator shall preside at meetings of the Board of Directors.
 - Ensure the operations of the club through its Constitution, Bylaws, Policies, and Procedures are conducted properly and with the intent with which they were written.
 - Serve as Chair of the Protest, Appeals and Discipline Committee.
 - Will perform any duties deemed necessary by the Club Administrator.
 - The Assistant Club Administrator is authorized to represent MFC on all bank accounts.
- 2:01:04 Director of Finance. The Director of Finance shall be:
- Set up and maintain accounts with accredited financial institutions for the operations of the Club in accordance with a Board approved set of financial policies.

- Develop the MFC Budget for approval by the Board of Directors prior to the beginning of the new Calendar Year and will also develop for

Board of Directors approval, the registration fees to be paid by the players for the upcoming year.

- Provide an itemized statement of income and expenses at each MFC Board of Directors Monthly Meeting, to include a statement of monies allocated and maintain for exhibit at all reasonable times the books of account and financial records to any director or member on request. All accounts shall be paid by check and shall bear one (1) signature. Either the Director of Finance's, the Club Administrator, Assistant Club Administrator or Secretary.
- Secure and coordinate with a Certified Public Accountant so that the yearly financial reports to be updated upon a Calendar Year of January 1, through the end of December.
- May not serve for more than one term unless the financial records of the Club are reviewed by a committee as appointed by the Board of Directors at the mid-point of the second year and then contingent only upon a clear review and the recommendation of the Review Committee.
- The Director of Finance shall have accounting background and/or experience.
- Will be subjected to a background investigation.

2:01:05

Registrar. The Registrar shall be:

- Responsible for proper registration of players, teams, coaches, assistant coaches and team managers within MFC.
- Coordinate with the Treasurer and Team Coordinator to assure that all players remain in good standing with respect to the payment of player fees.
- Handle all correspondence with the US Club, and other soccer organizations such as NorCal Premier Soccer and team members as necessary.
- Non-voting member

- 2:01:06 Secretary. The Secretary shall:
- Keep an accurate record (minutes) of all Board meetings and General meetings for approval at subsequent meetings.
 - Maintain records of minutes, policies, guidelines, and other official documents and correspondence.
 - Handle all club correspondence.
 - Give notice of meetings.
 - Authorized to represent MFC on all bank accounts.
 - Perform such other duties as may be assigned by the Club Administrator or the Club.
 - Responsible for renewing and maintaining Club insurance.
- 2:01:07 Director of Coaching.
- Maintain player development curriculum that includes age-appropriate programs for players and coaches that focus on technical, tactical, physical and psychological development.
 - Educate coaches through regular informal clinics, including classroom and/or field training
 - Encourage continued licensing & education of all coaches
 - Monitor the progress of player and coach development at all levels of play
 - Regularly observe team practice sessions
 - Oversee the organization and implementation of player tryouts
 - Oversee the MFC Youth Development Academy program
- 2:01:08 Director of Operations. Director of Operations shall:
- Appointed by the Board of Directors and shall have voting privileges at the Board of Directors level.
 - Overall responsibility for the operations of MFC.
 - This includes but is not limited to coordination of equipment, field assignment, scheduling, and referees for all soccer related activities including clinics, camps, tournaments, and league play.
 - Shall report status at each Board of Directors meeting.
- 2:01:09 Certain positions on the Board of Directors may be paid positions. However, said paid positions shall require a 2/3 vote by the Board of Directors.

2:01:10 Any person that has a conflict of interest is not eligible to serve on the Manteca Futbol Club Board of Directors or its committees, unless such conflict has been disclosed to the Board of Directors and participation on the Board or committee has been approved by a unanimous vote of the Board. Such an approved person may not direct or vote on any matter related to such conflict of interest, as indicated by a relative majority vote of other members of the Board.

A conflict of interest is defined as:

- Any involvement with any outside personal, vocational, or professional entity that has an interest or function that competes or conflicts with the interests of Manteca Futbol Club or its teams. This includes involvement as an officer, director, advisor, trainer, manager or coach, whether or not for compensation, in any entity that is a present or prospective competitor of Manteca Futbol Club or its teams.
- Any involvement as a trainer, manager or coach of any Manteca Futbol Club team.
- Any ownership, leadership, employment, consultant or investment involvement with any entity that provides goods or services for a fee to Manteca Futbol Club or its teams.

2:02 Members-At-Large

2:02 Members-At-Large will perform duties as outlined below. Additionally, they will work with various MFC Board of Directors as needed to complete the duties as assigned.

2:02:01 Equipment Manager.

- Responsible for purchase of equipment and supplies necessary for soccer play.
- Maintain records (inventory) of all equipment.
- Responsible for storage, maintenance, issuance, collection of all MFC equipment.
- Coordinate with the Board of Directors regarding vendor and uniform selection.
- Board Advisor – Director of Operations

- 2:02:02 Field Manager.
- Coordinate soccer fields for use by MFC.
 - Coordinate all field requirements, be responsible for the layout and lining of fields.
 - Responsible for coordinating and assigning fields for games during League Play.
 - Board Advisor – Director of Operations
- 2:02:03 Referee Coordinator.
- Shall be the liaison with the Manteca Soccer Referee Association (MSRA).
 - Shall ensure referee coverage of Club games, tournaments and MFC hosted events, receive all game cards, referee reports, identify sportsmanship awards, and shall administer disciplinary procedure related to referee issues.
 - Shall communicate safety issues and new law changes to the Board.
 - Current Assignor registration with USSF is required. □ Board Advisor – Director of Operations
- 2:02:04 Event Coordinator.
- Shall organize operations related to MFC events. This includes hosted soccer events, hosted soccer tournaments and hosted Club fundraising events.
 - Assign responsibilities that are required as part of the event, order any items that are required as part of the event (i.e.: pins, awards, t-shirts, etc).
 - Secure any vendors for the event.
 - Responsible for MFC gear orders. This includes ordering items through Club vendor for MFC gear orders.
 - Responsible for coordinating and monitoring volunteers for Club events.
 - Board Advisor – Assistant Club Administrator
- 2:02:05 Webmaster.
- Shall maintain the Club web site, other computer applications, and evaluate team web pages for content.
 - Responsible for maintaining a newsletter on the website. □ Board Advisor – Assistant Club Administrator
- 2:02:06 Public Relations.
- Shall create, manage and maintain the marketing of MFC.
 - Prepare and distribute club communiqué, press releases and coordinate game result publicity with local newspapers and MFC Webmaster. □ Board Advisor – Assistant Club Administrator

- 2:02:07 Team Coordinator.
- The Team Coordinator will be responsible for maintaining and keeping the Team Managers Manual up to date.
 - Responsible for coordinating uniform orders.
 - Act as the liaison between the Board of Directors and the Team Managers.
 - Responsible for working with teams as it pertains to fundraising.
 - Responsible for coordinating with the Board of Directors on scholarship and sponsorship procedures. □ Board Advisor – Secretary
- 2:02:08 Indoor Coordinator.
- The Indoor Coordinator will be responsible for operations of the Indoor League that is run in conjunction with Big League Dreams.
 - Responsible for registration of teams for Indoor play.
 - Responsible for assigning duties required for operation of Indoor League play.
 - Board Advisor - Registrar
- 2:02:09 Norcal Representative.
- The Norcal Representative will be responsible for working with the MFC Coaches and Assistant Coaches on issues that relate to Norcal Premier.
 - Board Advisor – Club Administrator
- 2:02:10 City Liaison.
- The City Liaison will be responsible for securing any business and/or other licenses required to host MFC events.
 - Will work with the Event Coordinator.
 - The City Liaison will also act on behalf of the MFC Board of Directors to represent the interests of MFC in the absence of the Director of Operations.
 - Board Advisor – Club Administrator
- 2:02:11 Treasurer.
- Shall work with the Director of Finance.
 - Coordinate with the Team Managers to collect moneys raised by MFC teams and maintain records regarding such collection.
 - Disburse monies in accordance with the Financial Procedures and approved Budget items and maintain records of such disbursements.
 - Shall have accounting background and/or experience.
 - Subjected to a background investigation.
 - Board Advisor – Director of Finance

- 2:02:12 Tournament Director.
- Responsible for listing MFC tournaments
 - Oversees coordination of facilities, vendors, service providers and volunteers
 - Responsible for rules and resolution of disputes
 - Oversees coordination of tournament supplies, programs and registration packages
 - Responsible for communication with and support of participating teams before, during and after the event
 - Responsible for scheduling of games
 - Responsible for selection and procurement of awards □ Board Advisor – Club Administrator
- 2:02:13 Director of Player Development.
- Provide and update player development curriculum that includes age appropriate programs for players and coaches that focus on technical, tactical, physical and psychological development.
 - Assist with education of coaches through regular informal clinics, including classroom and/or field training
 - Monitor the progress of player and coach development at all levels of play
 - Regularly observe team practice sessions, assisting as directed or requested.
 - Assist with the organization and implementation of player tryouts
 - Assist with player development academy training sessions □ Board Advisor – Director of Coaching
- 2:02:14 Academy Director.
- Assist with the organization and implementation of the player development academy
 - Conduct player development academy training sessions according to the player development curriculum
 - Direct volunteer assistant trainers during academy training sessions
 - Board Advisor – Director of Coaching
- 2:02:15 Club Ambassador - Volunteer & Recruitment Officer

As the Club Ambassador, you're responsible for recruiting club volunteers, arranging training for them, and making sure they're engaged enough to be retained by the club. It's

a vital role in any club or club network. You must understand that volunteers join the club for many different reasons, so you must make the sport as appealing as possible.

- Work out what roles need filled in the club each year, bearing in mind special events as well as the day to day running of the club.
- Promote the Club
- Work with local organizations such as voluntary services, volunteer centers, local councils, colleges, and schools to recruit “new blood”.
- Train volunteers, and give them support, guidance, and encouragement.
- Is a voting member on the Board

2:03 Standing Committees

02:03 The following standing committees and others needed shall be appointed yearly:

02:03:01 Tryout Committee. Duties and Obligations:

- Coordinate and manage the following year’s tryouts, determine tryout dates and times, determine tryout locations, assemble enough parent volunteers to adequately staff the tryouts.
- Work with the Director of Coaching and his/her staff.

02:03:02 Registration Committee. Duties and Obligations:

- Work closely with the Club Registrar in managing the paperwork process to get all players properly signed-up to play soccer in the MFC.

02:03:03 Uniform Committee. Duties and Obligations:

- Coordinate and manage the selection of the Club game uniforms and practice attire.
- Meet at least annually or more often if warranted.
- Accept and consider input from players, parents, and coaches to determine the game and practice uniform for all players in MFC.
- Recommendations of this committee will be presented to the Board of Directors for approval.

02:03:04 Protest, Appeals and Discipline. Duties and Obligations:

- To review all protest, appeals or discipline issues.
- Work closely with the Assistant Club Administrator.
- Recommendations of this committee will be presented to the Assistant Club Administrator.

- 02:03:05 Fundraising Committee. Duties and Obligations:
- To review and assist teams and or Club with fundraising ideas.
 - Work closely with Treasurer, Event Coordinator and Team Coordinator.
 - Recommendations of this committee will be presented to the Board of Directors for approval.

02:04 Membership

02:04 Membership to MFC is defined as all properly registered players, their parents or guardians, coaches, assistant coaches, trainers, Board of Directors and Members at Large.

Any application for membership in this Club shall submit yearly, with the appropriate fee(s):

- 02:04:01 Properly completed registration form for each team, player and coach, assistant coach and team manager prepared in accordance with the current US Club Soccer registration instructions and procedures.
- 02:04:02 Submit upon registration of each player, proof of place and date of birth.
- 02:04:03 Submit upon registration of each coach, proof of coaching license and referee certification, as required. All Staff Members are subjected to a background check.
- 2:04:04 All players, parents and/or guardians, coaches, assistant coaches and team managers shall adhere to the Code of Conduct.

02:05 Meetings

02:05 Regular meetings of the Board of Directors will be held on the first Wednesday of each month. Regular meetings shall be open to the general membership in odd-numbered months.

The agenda for regular meetings may be as follows:

- a. Call to Order
- b. Roll Call
- c. Introduction of Guests
- d. Acceptance of Minutes
- e. Board of Director Reports
- f. Members at Large Reports
- g. Committee Reports
- h. Old Business

- i. New Business
- j. Good of Game
- k. Adjournment

02:06 – Player Movement

02:06:01 – Tryouts

All players joining MFC must tryout within their appropriate age group and gender. Where there are multiple coaches/teams within an age group, both coaches shall evaluate each player and agree on appropriate placement. If the coaches do not agree, the Director of Coaching shall determine appropriate placement. If one of the coaches is the Director of Coaching, due to conflict of interest, the Director of Coaching shall forward the request to the Club Administrator, who shall appoint a temporary 3 person Player Development Committee to complete the determination. The appointed Player Development Committee shall not include any coach, manager or parent related to the player or the teams that are candidates for placement.

02:06:02 – Player Quits

The Director of Coaching should be notified by email whenever a player quits or expresses an intent to quit. The Director of Coaching will then notify the board of directors, so that any registration or finance matters can be addressed as needed.

Also, approval from the Director of Coaching is required before you release a player. The Director of Coaching may pursue other arrangements and/or placement as an alternative.

02:06:03 – Changing Team / Playing Up

A request for a player to change primary team, age group, or team gender ... may be initiated at any time by the parent, the head coach of either the current or proposed team, or any MFC staff member.

Requests should be addressed to the Director of Coaching by email for evaluation.

Due to conflict of interest, if the request involves a board member, then the Director of Coaching shall forward the request to the Club Administrator, who shall appoint a temporary 3 person Player Development Committee to complete the evaluation. The appointed Player Development Committee shall not include any coach, manager or parent involved with the request.

The circumstances of each request are unique, and each request is considered separate from all others. Factors considered during evaluation include:

- Age of the player
- Skill level of the player

- Skill level of the current and proposed teams
- Roster size of the current and proposed teams
- Competition commitments made by current and proposed teams
- Parent's wishes

It is common for evaluation of requests to take several days or even weeks, to gather the necessary information to make a good decision. The primary concern of MFC is the player's soccer development, which includes technical, tactical, physical, and emotional components. This concern generally leads to the player's placement on the most appropriate team that matches the player's current development level. In most cases this means placement on a team in the player's proper age group and gender. Any exceptions made are considered temporary and may be re-evaluated prior to each new league season.

02:06:04 – Training Other Team's Players (from other clubs)

Within the NorCal Tryout Window, it is acceptable for a player to attend your training session for the purpose of trying out. Such players must first complete MFC's online tryout registration. Also, the coach must notify the Director of Coaching. If the player expresses a decision to move to MFC, they should be informed of the requirement that they be released from their current club and be directed to the NorCal Code of Ethics regarding their rights with regard to their release. They should also be reminded of current competition restrictions with respect to the tryout window.

Outside the NorCal Tryout Window, it is not acceptable to train players from other clubs without written Director of Coaching approval from the other club. If a new player arrives at your training session without this written permission, their current club must be identified, they must be alerted to this requirement, they must be dismissed from the session, and our Director of Coaching must be notified of the player's name and club. Our Director of Coaching will then contact their Director of Coaching and request permission. If the player expresses a decision to move to MFC, they should be informed of the requirement that they be released from their current club and be directed to the NorCal Code of Ethics regarding their rights regarding their release. They should also be encouraged to complete all commitments they have made to their current team and club before requesting their release. Under no circumstances should an MFC coach suggest or encourage the player to leave their current club (see Poaching). Due to conflict of interest, if the coach in question is the Director of Coaching, then the Board of Directors must be copied on the permission request made to the player's Director of Coaching.

02:06:05 – Borrowing Players (from other teams in the club)

It is common for teams to borrow eligible players from other teams within the club for games and is a guiding principle of club soccer.

Requests to borrow players from another team should be addressed by email to the coach of the loaning team, with the Director of Coaching copied. The loaning coach may then delegate administrative responsibility to the Team Manager. The borrowing team should have a copy of the borrowed player's US Club Registration Form (which always includes medical release) and the player pass ... during the event in question. No Player Loan form is required when borrowing players within the same club.

Due to conflict of interest, if the request is from a board member, then the Director of Coaching shall forward the request to the Board of Directors.

Borrowing players helps strengthen the relationships among club teams and players. It is also a good starting point when considering requests for players to change teams, as it provides valuable experience to aid in the decision.

02:06:06 – Guest Player (from other clubs)

Guest players are players from another club, who are invited to guest play in tournaments. Players in the same club are not considered guest players (see Borrowing Players).

MFC coaches are expected to first pursue borrowing eligible players within the club before pursuing guest players from other clubs.

Requests for guest players from another club require approval of the MFC Director of Coaching.

Due to conflict of interest, if the request involves the Director of Coaching shall forward the request to the Club Administrator for approval.

Once approved, requests should then be addressed by email to the coach of the loaning team, with the MFC Director of Coaching copied. The loaning coach may then delegate administrative responsibility to the Team Manager or another club official. The receiving team should have a copy of the guest player's US Club Registration Form (which includes medical release), the player pass, and a Player Loan Form always completed by the loaning club ... during the event in question.

Care must be taken to avoid intentional or unintentional poaching when using guest players. That is, the guest player should not be invited to switch to MFC or informed of any benefits of doing so or invited to attend an MFC training session before or after the event in question.

02:06:07 – Poaching

Soliciting of players from other clubs to tryout, attend training sessions, or otherwise consider playing for MFC (or vice versa) is considering poaching and is forbidden by

NorCal. Care must be taken to avoid intentional or unintentional poaching. That is ... no player from another NorCal club should be invited to switch to MFC or informed of any benefits of doing so or invited to attend an MFC training session by any member of MFC (coach, trainer, manager, parent, or player).

MFC members found to be poaching a player in another NorCal club are subject to possible suspension or removal from the club.

Concerns of another NorCal club poaching an MFC player should be addressed to the Director of Coaching for further action, not to the other club. The Director of Coaching shall then forward the request to the Board of Directors for review and resolution.