

**CITY OF COMMERCE
DEPARTMENT OF PARKS AND RECREATION
2026-2027
UNOFFICIAL CIVIC ORGANIZATION LIST**

COMMERCE AQUATIC BOOSTERS CLUB

President	Leanna Moreno
Vice-President	Anna Fagiani
Treasurer	Jose Leos
Secretary	Erika Burgos
Public Relations	Amanda Anaya

COMMERCE EVENING LIONS CLUB

President	Isabel Caldera
Vice-President	Jesus Cervantes
Treasurer	Imelda Esparza
Secretary	Jessa Argumedo

COMMERCE SENIOR CITIZENS CLUB

President	Yvonne Sandoval
Vice-President	Maria De Los Angeles Barrera
Treasurer	Lori Meeks
Secretary	Vera Cano

COMMERCE SISTER CITY ASSOCIATION

President	Damaris Gonzalez
Vice-President	Joe Aguilar
Treasurer	Laura Perez
Secretary	Leticia Hernandez

COMMERCE SOCIAL CLUB

President	Gloria Cobian
Vice-President	Maria De Los Angeles Barrera
Treasurer	Oscar Ramirez
Secretary	Rosa Romero

GIRL SCOUT OF GREATER LOS ANGELES TROOP 13591

President	Nicky Ann Leon
Vice-President	Andrea Casillas
Treasurer	Claudia Lopez
Secretary	Gina Vela

MODEL CITY DEMOCRATIC CLUB OF COMMERCE

President	Art Gonzalez
Vice-President	John Diaz
Treasurer	Roger Bagne
Secretary	Diane Bagne

ST. MARCELLINUS HOLY NAME SOCIETY

David Nogal
Lorraine Wallis
Nancy Gaytan
Sandra Cornejo

WOMANS CLUB OF ROSEWOOD PARK

President	Sandra Cornejo
Vice President	Maria Ramos
Treasurer	Teresa Cruz
Secretary	Carmen Marquez
Parliamentarian	Leticia Moreno

NEW CIVIC ORGANIZATION APPLICATION:

***TE-KENJUTSU-KAN KARATE SAINT MARCELLINUS DOJO**

President	Vanessa Haro
Vice President	Marlene De Dios
Treasurer	Susana Cisneros
Secretary	Angela Marquez

*The Parks & Recreation Commission will review the new application for consideration to recommend for approval.

"CIVIC ORGANIZATIONS"
OFFICER LISTING FORM

(PLEASE PRINT OR TYPE AND INCLUDE ALL INFORMATION)

Official name of Organization: Commerce Aquatics Booster Club

LIST OF CURRENT ELECTED OFFICERS:

NAME	ADDRESS (STREET, CITY, ZIP)	AREA CODE/PHONE
PRESIDENT <u>Lanna M. Moreno</u>	<u>5015 Kinsie St Commerce CA 91040</u>	<u>323) 557-8300</u>
VICE PRESIDENT <u>Anna Fajiani</u>	<u>2110 Conlin Ave Commerce CA 91040</u>	<u>562) 241-6028</u>
TREASURER <u>Jose Leos</u>	<u>4479 Lovett St Commerce CA 91040</u>	<u>323) 897-2733</u>
SECRETARY <u>Erika Burgos</u>	<u>6714 Lanto St Commerce CA 91040</u>	<u>562) 469-9534</u>
Public Relations <u>Amanda Anaya</u>	<u>5230 Jardine St Commerce CA 91040</u>	<u>323) 695-4485</u>

Please inform the Department of Parks & Recreation office immediately @ParksRec@ci.commerce.ca.su when there is a change of officers.

The Organizations bylaws have not changed, please use the most current on file.

3/26/20
Date


Authorized signature

President
Title

DEPARTMENT OF PARKS AND RECREATION

"CIVIC ORGANIZATIONS"
OFFICER LISTING FORM

(PLEASE PRINT OR TYPE AND INCLUDE ALL INFORMATION)

Official name of Organization: Commerce Evening Lions Club

LIST OF CURRENT ELECTED OFFICERS:

	NAME	ADDRESS (STREET, CITY, ZIP)	AREA CODE/PHONE
PRESIDENT	<u>Isabel Caldera</u>	<u>5101 Jillson St Commerce, CA 90040</u>	<u>323-318-0265</u>
VICE PRESIDENT	<u>Jesus Cervantes</u>	<u>1434 S McDonnell Ave Commerce, CA 90040</u>	<u>323-833-6583</u>
TREASURER	<u>Imelda Esparza</u>	<u>4703 Leonis St. Commerce, CA 90040</u>	<u>323-470-4387</u>
SECRETARY	<u>Jessa Argumedo</u>	<u>2403 Cowlin Ave. Commerce, CA 90040</u>	<u>323-246-7593</u>

Please inform the Department of Parks & Recreation office immediately @ParksRec@ci.commerce.ca.su when there is a change of officers.



The Organizations bylaws have not changed, please use the most current on file.

04/07/2026

Date

John Peraza
Authorized signature

Club LCIF Coordinator

Title

"CIVIC ORGANIZATIONS"
OFFICER LISTING FORM

(PLEASE PRINT OR TYPE AND INCLUDE ALL INFORMATION)

Official name of Organization: Commerce Senior Citizens Club

LIST OF CURRENT ELECTED OFFICERS:

	NAME	ADDRESS (STREET, CITY, ZIP)	AREA CODE/PHONE
PRESIDENT	<u>Yvonne Sandoval</u>	<u>5802 Bartmus Commerce, CA 90040</u>	<u>323. 578. 1438</u>
VICE PRESIDENT	<u>Maria De Los Angeles Barreira</u>	<u>2428 Gaspar Commerce, CA 90040</u>	<u>823. 535. 0001</u>
TREASURER	<u>Lori Meeks</u>	<u>5702 Jullison St. Commerce, CA 90040</u>	<u>760. 995. 5701</u>
SECRETARY	<u>Vera Cano (Civira)</u>	<u>2246 Coutts, Commerce, CA 90040</u>	<u>323 702 4110</u>

Please inform the Department of Parks & Recreation office immediately (extension 2223) when there is a change of officers.

The Organizations bylaws have not changed, please use the most current on file.

4/5/2026
Date

Yvonne Z. Sandoval
Authorized signature

President
Title

"CIVIC ORGANIZATIONS"
OFFICER LISTING FORM

(PLEASE PRINT OR TYPE AND INCLUDE ALL INFORMATION)

Official name of Organization: Commerce Sister City Association

LIST OF CURRENT ELECTED OFFICERS:

	NAME	ADDRESS (STREET, CITY, ZIP)	AREA CODE/PHONE
PRESIDENT	<u>Damaris Gonzalez</u>	<u>3522 Travis Ave. Commerce, CA 90040</u>	<u>323-314-7979</u>
VICE PRESIDENT	<u>Joe Aguilar</u>	<u>2347 Leo Ave. Commerce, CA 90040</u>	<u>323/721-0689</u>
TREASURER	<u>Laura Perez</u>	<u>5835 Bartmus Ave Commerce, CA 90040</u>	<u>323/646-6901</u>
SECRETARY	<u>Leticia Hernandez</u>	<u>1442 S. Duncan Commerce, CA 90040</u>	<u>323/843-4471</u>

Please inform the Department of Parks & Recreation office immediately @ParksRec@ci.commerce.ca.su when there is a change of officers.

The Organizations bylaws have not changed, please use the most current on file.

10/29/2025 Damaris Gonzalez President
Date Authorized signature Title

"CIVIC ORGANIZATIONS"
OFFICER LISTING FORM

(PLEASE PRINT OR TYPE AND INCLUDE ALL INFORMATION)

Official name of Organization: Commerce Social Club

LIST OF CURRENT ELECTED OFFICERS:

	NAME	ADDRESS (STREET, CITY, ZIP)	AREA CODE/PHONE
PRESIDENT	<u>Gloria Cobian</u>	<u>6211 Pacific Dr Commerce, CA 90040</u>	<u>562-972-6745</u>
VICE PRESIDENT	<u>Maria De los Angeles Boreva</u>	<u>2428 Gaspar Ave Commerce CA 90040</u>	<u>323-535-0001</u>
TREASURER	<u>Oscar Ramirez</u>	<u>4918 Jardine St 90040 Commerce, CA 90040</u>	<u>323-329-2508</u>
SECRETARY	<u>Rosa Romero</u>	<u>5774 Jilison St</u>	<u>323-580-8318</u>

Please inform the Department of Parks & Recreation office immediately (extension 2223) when there is a change of officers.
The Organizations bylaws have not changed, please use the most current on file.

12-16-2025 Date
Gloria Cobian Authorized signature
2026 Presidente Title

DEPARTMENT OF PARKS AND RECREATION

"CIVIC ORGANIZATIONS"
OFFICER LISTING FORM

(PLEASE PRINT OR TYPE AND INCLUDE ALL INFORMATION)

Official name of Organization: GIRL SCOUT TROOP 13591

LIST OF CURRENT ELECTED OFFICERS:

NAME	ADDRESS (STREET, CITY, ZIP)	AREA CODE/PHONE
PRESIDENT NICKY-ANN LEON	7224 PASEO DEL RIO COMMERCE	562-754-4002
VICE PRESIDENT ANDREA CASILLAS	7200 PASEO DEL RIO COMMERCE	626-484-9383
TREASURER CLAUDIA LOPEZ	6385 CAMINO DEL SOL COMMERCE	562-299-7124
SECRETARY GINA VELA	5026 GAFFORD AVE COMMERCE	562-650-4749

Please inform the Department of Parks & Recreation office immediately @ParksRec@ci.commerce.ca.su when there is a change of officers.



The Organizations bylaws have not changed, please use the most current on file.

04/03/2025

Date

Authorized signature

TROOP LEADER

Title

"CIVIC ORGANIZATIONS"
OFFICER LISTING FORM

(PLEASE PRINT OR TYPE AND INCLUDE ALL INFORMATION)

Official name of Organization: Model City Democratized Club

LIST OF CURRENT ELECTED OFFICERS:

	NAME	ADDRESS (STREET, CITY, ZIP)	AREA CODE/PHONE
PRESIDENT	<u>Art Gonzalez</u>	<u>4818 Leonis St Commerce, CA 90040</u>	<u>323-856-4152</u>
VICE PRESIDENT	<u>John Diaz</u>	<u>5027 Nobel St Commerce, CA 90040</u>	<u>562-858-2995</u>
TREASURER	<u>Roger Bagne</u>	<u>5444 E. Pueblo Ct Commerce, CA 90040</u>	<u>323-842-1971</u>
SECRETARY	<u>Diana Bagne</u>	<u>5444 E. Pueblo Ct. Commerce, CA 90040</u>	<u>323-842-1974</u>

Please inform the Department of Parks & Recreation office immediately (extension 2223) when there is a change of officers.

The Organizations bylaws have not changed, please use the most current on file.

Date _____
Authorized signature D.B.

Secretary
Title

DEPARTMENT OF PARKS AND RECREATION

"CIVIC ORGANIZATIONS"
OFFICER LISTING FORM

(PLEASE PRINT OR TYPE AND INCLUDE ALL INFORMATION)

Official name of Organization: St. Marcellinus Holy Name Society

LIST OF CURRENT ELECTED OFFICERS:

	NAME	ADDRESS (STREET, CITY, ZIP)	AREA CODE/PHONE
PRESIDENT	<u>David Nogal</u>	<u>2517 Elgrove Commerce</u>	<u>213. 849. 0688</u>
VICE PRESIDENT	<u>Lorraine Wallis</u>	<u>546 Mission Way Commerce</u>	<u>323. 365. 0871</u>
TREASURER	<u>Nancy Gayton</u>	<u>5535 E. Village Dr. Commerce</u>	<u>323. 602. 9792</u>
SECRETARY	<u>Sandra Conejo</u>	<u>2453 Santa Ave. Commerce</u>	<u>213. 598. 2730</u>

Please inform the Department of Parks & Recreation office immediately @ParksRec@ci.commerce.ca.su when there is a change of officers.



The Organizations bylaws have not changed, please use the most current on file.

12 November

Date

Janeth Bayagoraz
Authorized signature

Pastor, St. Marcellinus

Title

CITY OF COMMERCE
DEPARTMENT OF PARKS AND RECREATION

REGISTRATION FORM
"COMMERCE CIVIC ORGANIZATIONS"

Official Name of Organization St. Marcellinus Holy Name Society
Official Street Address of Organization (if applicable) 2349 Strong Ave., Commerce 90040
Date of Application 12 November 2025 Incorporated: Yes No (Check One)
Location of Meetings same address
Meeting Dates 2nd Monday of Month Times 7 pm - 8:30 pm

PLEASE SUBMIT:

1. Copy of the Organization By-Laws and/or a complete resume of the rules formulated by the Organization.
2. The Organization goals and objectives. Use space below or on reverse side.
3. Attach a complete membership roster (Include: Name, complete address and phone number)

- Form disciples of Jesus Christ in praise of His Divine Name.
- Act as liaison between St. Marcellinus Church and the City of Commerce to work together to improve the lives of residents, especially youth.
- Help parishioners be of service to the needs of the community through acts of charity.

LIST CURRENT ELECTED OFFICERS:

	Name	Address	Phone
President	David Nogal	2517 Elgrave, Commerce	213-849-0688
Vice President	Lorraine Wallis	5546 Mission Way, Commerce	323-365-0871
Treasurer	Nancy Gaytan	5535 E. Village Dr., Commerce	323-602-9792
Secretary	Sandra Cornejo	2453 Santa Ave., Commerce	213-598-2730
Other			

**PLEASE INFORM THE DEPARTMENT OF PARKS AND RECREATION OFFICE (Ext. 2223)
WHEN THERE IS A CHANGE OF OFFICERS.**

12 November 2025 Cynthia Bayyanos Pastor
Date Authorized Signature Title

- Brandi Alvarez
2476 Elgrove
Commerce
323-313-7055

- Prudencia Rivera
5238 Jillson
Commerce
323-712-4766

- Christine Maples
2453 Santa Ave.
Commerce
760-668-1626

- David Vasquez
2343 Connor Ave.
Commerce.
323-440-3010

DEPARTMENT OF PARKS AND RECREATION

"CIVIC ORGANIZATIONS"
OFFICER LISTING FORM

(PLEASE PRINT OR TYPE AND INCLUDE ALL INFORMATION)

Official name of Organization: WOMANS CLUB OF ROSEWOOD PARK

LIST OF CURRENT ELECTED OFFICERS:

	NAME	ADDRESS (STREET, CITY, ZIP)	AREA CODE/PHONE
PRESIDENT	<u>SAUDRA CORNEJO</u>	<u>2453 SANTA AVE</u>	<u>213) 598-2730 (CELL)</u> <u>323) 726-8170</u>
VICE PRESIDENT	<u>Maria Ramos</u>	<u>2448 Gaspar Ave.</u>	<u>(323) 895-2040</u>
TREASURER	<u>TERESA CRUZ</u>	<u>2473 LEO AVE</u>	<u>323) 767-7895</u>
SECRETARY	<u>CARMEN MARQUEZ</u>	<u>2578 FIDELIA AVE</u>	<u>562) 622-9141</u>

Please inform the Department of Parks & Recreation office immediately @ParksRec@ci.commerce.ca.us⁴¹⁵ when there is a change of officers.



The Organizations bylaws have not changed, please use the most current on file.

4.3.25. PB

Date

Sandra Cornejo
Authorized signature

PRESIDENT
Title

CITY OF COMMERCE
DEPARTMENT OF PARKS AND RECREATION

REGISTRATION FORM
"COMMERCE CIVIC ORGANIZATIONS"

Official Name of Organization Te-Kenjutsu-Kan Karate Do- St. Marcellinus Dojo
Official Street Address of Organization (if applicable) _____
Date of Application _____ Incorporated: Yes _____ No _____ (Check One)
Location of Meetings 2349 Strong Ave. Commerce CA 90040
Meeting Dates First Tuesday of every month Times 7:30-8:30 pm

PLEASE SUBMIT:

1. Copy of the Organization By-Laws and/or a complete resume of the rules formulated by the Organization.
2. The Organization goals and objectives. Use space below or on reverse side.
3. Attach a complete membership roster (Include: Name, complete address and phone number)

To provide a low cost self defence class for the residents of Commerce and neighboring areas of Southeast Los Angeles. To raise funds to provide competition and equipment assistance to students who otherwise would not be able to participate in tournaments due to the high cost of events and equipment.

LIST CURRENT ELECTED OFFICERS:

	Name	Address	Phone
President	<u>Vanessa Haro</u>	<u>2452 Travers ave. Commerce</u>	<u>323.359.1232</u>
Vice President	<u>Marlene DeDios</u>	<u>3515 Todd Ave. Commerce</u>	<u>323.218.6221</u>
Treasurer	<u>Caroline Gonzalez</u>	<u>2349 Strong Ave.</u>	<u>213 713-1529</u>
Secretary	<u>Angela Marquez</u>	<u>2452 Travers Ave. Commerce</u>	<u>323.357.4390</u>

Other Ofelia DeDios

**PLEASE INFORM THE DEPARTMENT OF PARKS AND RECREATION OFFICE (Ext. 2223)
WHEN THERE IS A CHANGE OF OFFICERS.**

Vanessa Haro President
Date _____ Authorized Signature _____ Title _____

DEPARTMENT OF PARKS AND RECREATION

"CIVIC ORGANIZATIONS"
OFFICER LISTING FORM

(PLEASE PRINT OR TYPE AND INCLUDE ALL INFORMATION)

Official name of Organization: Te-Kenjutsu-Kan Karate Do- St. Marcellinus Dojo

LIST OF CURRENT ELECTED OFFICERS:

NAME	ADDRESS (STREET, CITY, ZIP)	AREA CODE/PHONE
PRESIDENT Vanessa Haro	2452 Travers ave. Commerce CA 90040	323.359.1232
VICE PRESIDENT Marlene De Dios	3515 Todd ave. Commerce CA 90040	323.218.6221
TREASURER Caroline Gonzalez	2225 Strong Ave Commerce CA 90040	213-713-1529
SECRETARY Angela Marquez	2452 Travers ave. Commerce CA 90040	323.357.4390

Please inform the Department of Parks & Recreation office immediately @ParksRec@ci.commerce.ca.su when there is a change of officers.

The Organizations bylaws have not changed, please use the most current on file.

2/25/26

Vanessa Haro

Date

Authorized signature

President

Title

CITY OF COMMERCE
CIVIC AND SERVICE ORGANIZATION

QUARTERLY PROBATION REVIEW

First Review Period of 4

TE-KENJUTSU-KAN Karate - St.
Name of Organization Marcellinus Dojo Date _____

Vanessa Haro
Name of Officer Submitting Review Position/Title President

323-359-1232
Daytime Telephone Number

323-359-1232
Evening Telephone Number

In an effort to determine that your organization is working toward the organizational mission and goals during its probationary period with the City of Commerce, the following information will need to be submitted by your organization to the Department of Parks and Recreation for review by the Parks & Recreation Commission. *This quarterly report is due in to the Department of Parks and Recreation no later than:* May 7, 2026

Organizations that fail to return this form by the deadline will be requested to attend a future Parks & Recreation Commission meeting to make a presentation to the Commission of the information requested.

Organizations that do not meet with the Parks & Recreation Commission as requested will be dropped from civic and service organization probationary status and required to re-apply for probationary membership during the annual civic and service organization renewal period.

Please provide:

1. Dates your organization has met since the last review, and the numbers of attendees.

<u>Meeting date</u>	<u># attended</u>	<u>Meeting date</u>	<u># attended</u>	<u>Meeting date</u>	<u># attended</u>
<u>Meeting date</u>	<u># attended</u>	<u>Meeting date</u>	<u># attended</u>	<u>Meeting date</u>	<u># attended</u>
<u>Meeting date</u>	<u># attended</u>	<u>Meeting date</u>	<u># attended</u>	<u>Meeting date</u>	<u># attended</u>

QUARTERLY PROBATION REVIEW – Page 2

2. List types of projects, and results of those projects, that your organization has attempted this quarter that help achieve the organizational goals and objectives.

3. List all City-sponsored programs or activities in which your organization has participated

4. Comments or suggestions that the City of Commerce may consider which could help your organizations and other organizations to meet their goals and objectives.

Thank you for your time and cooperation.

Sincerely,

DEPARTMENT OF PARKS AND RECREATION



BY LAWS
OF THE
TE-KENJUTSU-KAN KARATE-DO ORGANIZATION

ARTICLE I – OFFICES Section 1 - Principle Office

The Principle office of the Corporation, hereinafter referred to as “Te-Kenjutsu-Kan”, for its transaction of business is located in the City of Commerce and the County of Los Angeles, California.

Section 2 - Change of Address

The Board of Directors is hereby granted full power and authority to change the principle office of the Organization from one location to another in the county of Los Angeles, California. Any such change shall be noted by the Secretary in these Bylaws, but shall not be considered an amendment of these Bylaws.

ARTICLE II – MEMBERS

Section 1 - Classification of Members

The Organization shall have four (4) classes of membership as follows:

1. Senior Membership: Any person with a DAN rank.
2. Regular Membership: Any person or parent of person with a KYU rank.
3. Novice Membership: Any person active in Karate training.
4. Associate Membership: Any person not active in Karate training, but associated with Organization functions with approval of the Yudansha and/or the Chief Instructor.

Section 2 – Eligibility

1. Any person who accepts the goals, Ethics and Guidelines, Basic Philosophies and Bylaws of the Organization may apply for membership.
2. To apply, the applicant must enroll in an Organization approved school. Pay training fees and/or Organization dues to the Head Instructor of that school.

Section 3 – Admission

1. The Yudansha (a panel of fourth Degree or higher black belts which includes a minimum of thirteen (13) years of Karate experience both training and teaching in the Organization) and the Chief Instructor of the Organization shall have absolute jurisdiction over admission of all the membership.

Section 4 - Dues ORGANIZATION DUES

The annual dues payable to the Organization shall be determined by resolution of the Board of Directors. Dues shall be paid upon application for membership and thereafter at such time or times as may be fixed by the Board of Directors.

EXEMPTION FROM DUES: Associate members are exempt from paying dues. In addition, in certain cases where financial hardship exists and where the member agrees to provide volunteer service(s) to the Organization with the permission of the Yudansha and / or Chief Instructor, a member may be exempt from dues for a predetermined amount of time.

TRAINING FEES: Training fees shall be determined by the Board of Directors, in conjunction with the head instructor of each school.

GRADING FEES: All grading fees shall be determined by the Board of Directors. KYU grading fees shall be paid one (1) month prior to grading. DAN grading fees shall be paid twelve (12) months prior to grading. All grading fees are non-refundable but shall be carried over to subsequent grading in case of failure.



BY LAWS
OF THE
TE-KENJUTSU-KAN KARATE-DO ORGANIZATION

Section 5 - Rights and Privileges of Members

SENIOR MEMBERS: Senior members have all the rights and privileges of the Organization, including holding office and voting in accordance with Articles III, IV and IV.

REGULAR MEMBERS: Regular members have all the rights and privileges of the Organization, except for holding office and voting.

NOVICE MEMBERS: Novice members have all the rights and privileges of the Organization, except for holding office and voting.

ASSOCIATE MEMBERS: Associate members have all the rights and privileges of the Organization, except for holding office, voting and training.

Section 6 - Termination of Membership

Membership and all rights of membership shall be automatically terminated on the occurrence of any of the following:

1. The death of a member.
2. The resignation of a member from the Organization.
3. The retirement of a member from the Organization.
4. The dissolution of any/or all of the following:
 - a) The Organization
 - b) The Board of Directors
 - c) The Yudansha
 - d) The Chief Instructor
5. The expulsion of a member.

Section 7 - Suspension and/or Expulsion of a Member

The Yudansha and/or the Chief Instructor of the Organization shall have absolute jurisdiction over the suspension and/or expulsion of a member, including, but not limited to, any of the following:

1. Flagrant and/or continuous violation(s) of the provisions of these Bylaws.
2. Flagrant and/or continuous violation(s) of the recognized Karate Ethics and Guidelines.
3. Conviction of a crime of moral turpitude.
4. Misuse of the name, assets, or property of the Organization or its individual schools.
5. Being under the influence of alcohol and/or drugs during formal activities and events of the Organization.



BY LAWS
OF THE
TE-KENJUTSU-KAN KARATE-DO ORGANIZATION

ARTICLE III - BOARD OF DIRECTORS"

Section 1 - Board of Directors Duties

1. The Board of Directors principle duties are limited to the managing of all Organization business and/or financial responsibilities.
2. To ensure that the Organization maintains its non-profit organization status by completing, mailing and filing all forms necessary annually to the proper authorities involved.
3. To institute, vote on and pass an annual Organization financial budget no later than September 30, of each year.
4. To manage all Organization financial matters regarding funds appropriated by the schools through the collection of;
 - a) Organization dues
 - b) Training fees
 - c) Grading fees
 - d) Organization tournament
 - e) Fund raisers
 - f) Donations
 - g) etc.
5. To pay any and all taxes, state and/or federal, if any due annually.
6. To pay off all Organization debts, in a timely manner, that where either voted on and passed or incurred by the Board of Directors, the Yudansha or the Chief Instructor of the Organization.
7. To honor, respect and carry out any and all requests set forth by the Yudansha and/or the Chief Instructor of the Organization, as expeditiously as possible.

Section 2 - Number and Qualifications

1. The Organization shall have not less than seven (7) nor more than thirteen (13) members on the Board of Directors.
2. This number shall be fixed from time to time within the limits specified in these Bylaws.
3. The Board of Directors shall consist of the Chief Instructor of the Federation and the Head Instructor of each school.
4. The rest of the Board of Directors shall be elected by the voting membership by written ballot from among the senior members.
5. Any person qualified to be a Director, pursuant to these Bylaws, shall be nominated by the method of nomination authorized by the Board of Directors or any other method authorized by law.



**BY LAWS
OF THE
TE-KENJUTSU-KAN KARATE-DO ORGANIZATION**

Section 3 - Members of the Board of Directors

1. **NOMINATION OF DIRECTORS:** Any person qualified to be a Director, pursuant to these Bylaws, may be nominated by the method of nomination authorized by the Board of Directors or any other method authorized by law.
2. **REMOVAL OF DIRECTORS:** The Board of Directors may declare vacant the membership of a Director on the occurrence of any of the following events:
 - a) The death of a Director.
 - b) The resignation of a Director.
 - c) The retirement of a Director.
 - d) The Director has been declared of unsound mind by a final order of the court.
 - e) The Director has been convicted of a felony.
 - f) The Director has failed to attend two (2) consecutive regular meetings of the Board, unless excused in writing.
 - g) The Director has been impeached by a two-thirds (2/3) majority vote of the Board of Directors.

Section 4 – Compensation

All Directors shall serve without compensation, except:

1. Directors may be reimbursed for actual and necessary expenses incurred in operating the meetings of the Board.
2. Directors may be reimbursed for expenses incurred as instructors in their respective schools.

Section 5 - Meetings

1. All meetings of the Board of Directors shall be held at a place and time specified by the Chairperson.
2. **REGULAR MEETINGS:** Four (4) regular meetings shall be scheduled annually with additional meetings as deemed necessary.
3. **ADDITIONAL MEETINGS:** Additional meetings of the Board of Directors may be called by the Chairperson and must notify all Directors seven (7) days in advance of the meeting.

4. **SPECIAL MEETINGS:** Special meetings of the Board of Directors may be called by the Chairperson with notification of all Directors at least forty-eight (48) hours in advance of the meeting. Verbal confirmation of attendance by two-thirds (2/3) of the Board of Directors shall be required to hold such a meeting.



BY LAWS
OF THE
TE-KENJUTSU-KAN KARATE-DO ORGANIZATION

5. **QUORUM:** A majority of the authorized number of Directors constitutes a quorum of the Board of Directors for the transaction of business, except as hereinafter provided.
6. **TRANSACTION OF THE BOARD:** Except as otherwise provided in the Articles of these Bylaws, or by law, every act or decision made by the majority of the Directors present at a meeting duly held, at which a quorum is present, is the act of the Board of Directors. In addition, any meeting at which quorum was initially present, may continue to transact business, notwithstanding the withdrawal of Director(s), if any action is approved by at least a majority of the required quorum for such meeting.
7. **CONDUCT OF MEETINGS:** The Chairperson shall preside at meetings of the Board of Directors. The secretary, or in case of the Secretary's absence, any person appointed by the presiding officer shall act as Secretary of the Board. Members of the Board of Directors may participate in meetings through the use of conference telephone or similar communication equipment, so long as all members participating in such a meeting can hear one another. Such participation shall constitute personal presence at the meeting.
8. **ACTION WITHOUT MEETING:** Any action required or permitted to be taken by the Board of Directors may be taken without a meeting, if all members of the Board of Directors individually or collectively consent of such action in writing. Such written consent(s) shall be filed with the minutes of the proceedings of the Board of Directors. Such action by written consent shall have the same force and effect as the unanimous vote of such Directors.

ARTICLE IV - OFFICERS



BY LAWS
OF THE
TE-KENJUTSU-KAN KARATE-DO ORGANIZATION

Section 1 - Officers of the Board of Directors

1. The Board of Directors shall select the following officers from among its members: Chairperson, ViceChairperson, Secretary, and Treasurer. Other positions may be added as deemed necessary.
2. All officers must have been a member of the Board of Directors for one year prior to his/her election.
3. All officers must be training at least two times per month, unless excused by the Chief Instructor and/or the Yudansha and/or by a medical doctor.

Section 2 - Term of Office

1. Each officer shall hold office for two (2) fiscal years or a term of no more then two (2) years from the date of election unless otherwise determined by the Board of Directors.
2. The Vice-Chairperson shall automatically assume the office of Chairperson at the conclusion of the previous Chairperson's term, unless otherwise determined by Board of Directors. All other officers shall be elected.

Section 3 - Nomination/Election of Officers

1. Any person qualified to be an Officer, pursuant to these Bylaws, may be nominated by the method of nomination authorized by the Board of Directors or any other method authorized by law.
2. Officers shall be elected by a closed written ballot.

Section 4 - Duties of Officers

1. **CHAIRPERSON:** The Chairperson shall preside over all meetings of the Board of Directors and of the senior members. In case of a tie vote at any meeting, the Chairperson shall cast the deciding vote. The Chairperson shall temporarily appoint Directors to fill vacancies of Officers due to absence. He/she shall perform such administrative duties as are assigned to him/her by the Board of Directors, the Yudansha or the Chief Instructor.
2. **VICE-CHAIRPERSON:** The Vice-Chairperson shall perform the duties of the Chairperson in his/her absence and shall automatically succeed the Chairperson if he/she resigns or is impeached. He/she shall perform such administrative duties as are assigned to him/her by the Board of Directors, the Yudansha or the Chief Instructor.
3. **SECRETARY:** The Secretary shall maintain accurate minutes of the Board of Directors meetings and membership meetings. The Secretary shall issue meeting notices in accordance with these Bylaws. The Secretary shall maintain records of Organization correspondence. He/she shall perform such administrative duties as are assigned to him/her by the Chairperson or the Board of Directors.
4. **TREASURER:** The Treasurer shall maintain accurate records of all Organization funds and transactions. The Treasurer shall deposit funds in a bank approved by the Board of Directors. He/she shall perform such administrative duties as are assigned by the Chairperson or the Board of Directors.

CERTIFICATION OF SECRETARY

TE-KENJUTSU-KAN KARATE-DO ORGANIZATION



BY LAWS
OF THE
TE-KENJUTSU-KAN KARATE-DO ORGANIZATION

A 501C3 Nonprofit Corporation

I hereby certify that I am the duly elected and acting Secretary of said Corporation and that the forgoing Bylaws, comprising of seven (7) pages, constitute the Bylaws of said Corporation as duly adopted at a meeting of the Board of Directors thereof held on June 11th 2004, Revision A

Secretary

Date



**Ethics and Guidelines
of the
Te-Kenjutsu-Kan Karate-Do Organization**

Part I - General

- A. The wearing of a clean Gi (uniform) is compulsory. A white tee-shirt or white undershirt (no other color) shall be worn by all female students. Uniform must be worn properly and completely in the dojo at all times. Remove your obi (belt) when going into public areas.
- B. The wearing of the rings or any type of jewelry shall not be allowed in class during practice because of potential injury to yourself and /or others.
- C. Students shall keep both finger and toe nail cut short because of potential injury to yourself and/or others.
- D. Drinking of alcohol beverages is prohibited before class. Do not come to class even if you had only one drink.
- E. Students shall respect their dojo (or anyone else's) by always bowing when entering or leaving the dojo.
- F. Your prompt arrival to class shall be highly desirable. Late arrival of some students results in the loss of valuable training time for others. In case of tardiness, you shall immediately change into your uniform, report to the class instructor, paying due respects, and then quickly join the class.
- G. Anyone entering the dojo first shall: check for foreign objects and pick them up, move any furniture out of the way, and sweep the floor before practice.
- H. All loud talk and playfulness shall cease as soon as you enter the dojo. If you arrive early, practice what you have been taught. Utilize every minute of your valuable time in class by constantly practicing both physically and mentally. Do not waste your time by sitting and/or talking about things that do not concern your training.
- I. When you make a mistake while practicing movements, such as: exercise, kata (form), or te-wasa (hand techniques), on your own or with a partner: no silly laughing, giggling or talking shall be allowed. Mistakes or carelessness could result in serious injury. Jyu Kumite (free sparring) shall not be allowed, unless under the supervision of an instructor.
- J. Listen to your class instructor (S) carefully. Stand at attention with your hands at your sides. Do not cross your arms or put your hands on your hips. Listen to your instructor until he or she is finished with the instructions.

Revision C



**Ethics and Guidelines
of the
Te-Kenjutsu-Kan Karate-Do Organization**

- K.** Anyone who has any questions as to a certain movement shall be free to ask or consult with the class instructor (s) at any time during class by raising their hand.
- L.** No one is to leave class during practice hours without the express permission from the class instructor. No one is to drink water during practice hours unless it is necessary.
- M.** Students shall address all class instructors by their last names, preceded by the title of Sempai. After class hours (outside the dojo), you may address them as 'Sempai', Mr. or Ms. whichever is appropriate at the moment. The chief instructor of the Organization shall always be addressed as 'Sensei'. The respect accorded them is an important step forward in your training towards self-discipline. Respect them, and they will in turn respect you.
- N.** All guests shall be accorded due respect and furnished with seating accommodations as quickly as possible by any student in the class. Do not wait for the instructor(s) to do this.
- O.** All unauthorized persons shall be kept out of the dojo during class hours. parents and guests may observe but must remain quiet during class hours.
- P.** Before leaving the dojo for the night, check for forgotten articles and put back all furniture. Be sure to lock all doors and turn off the lights, or as required.
- Q.** All minors shall go directly home after training, unless accompanied by a parent. There shall be no excuse for loitering around or visiting with friends after class has ended. Anyone violating this rule shall be suspended for a period of time or be suspended indefinitely, as deemed necessary by the class instructor.



**Ethics and Guidelines
of the
Te-Kenjutsu-Kan Karate-Do Organization**

PART II - TRAINING:

- A. All students are asked to cooperate fully in Organization projects such as: tournaments, demonstrations, picnics, etc... Any help that you might render shall be greatly appreciated. Also, you shall be setting a good example for others.
- B. Promotion to a higher belt division shall be based on performance of all necessary movements as stated in the "Promotion Standards" and to the satisfaction of the chief instructor. The number of practice sessions attended, coordination in training, obedience, and most of all character and cooperation are other basis taken into consideration.
- C. Examinations shall be held every three months for promotion of KYU ranks. Those who fail shall not be promoted but can try again in three months. For DAN ranks, examinations are held once a year.
- D. KYU ranks shall be recognized by the color of the belt worn, as follows:

Children's Division (13 years and younger)

6th KYU	Orange
5th KYU	Purple
4th KYU	Red

Junior and Senior Division (14 years and older)

3rd KYU	Blue
2nd KYU	Green
1st KYU	Brown

All color belts shall be duly respected. All members shall give their utmost respect to the higher belts and vice versa.

- E. A school shall be given upon achieving your first color belt. Additional patches can be purchased from your class instructor. The patch must be properly worn and securely attached to your GI top (uniform). No other patches are to be worn.



**Ethics and Guidelines
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Te-Kenjutsu-Kan Karate-Do Organization**

PART III - STIPULATIONS

A. Probation

The probationary period for new students shall be three months before admitted as a member of the Te-Kenjutsu-Kan Karate-Do Organization. The student shall be judged on his/her attendance, general conduct, ability, obedience, attitude during training hours, and willingness to meet obligations towards the instructor (class fees, etc...) If the results of the above are found to be unsatisfactory after three months, the student shall be dismissed from the school.

B. Attendance

Class attendance is important to training in Karate and for your chances of promotion. Prolonged absence or frequent missing of training sessions shall result in the student (or parents, in case of a minor) to be called for the cause, and may result in dismissal from the school and the Organization. If you are going to be absent from class for any length of time, be sure to notify your instructor.

C. One and one-half (1-1/2) months of complete absence from class, without notice, shall result in automatic dismissal from the school. However, the student shall be given an opportunity to re-enter the school by applying with the instructor of his/her dojo.

D. Resignation

Anyone desiring to remain in good standing with the Organization shall give due notice to their instructor and/or the chief Instructor before terminating one's membership. In other words, do not quit abruptly without notification.

E. Suspension

Anyone who commits a minor infraction against the school and/or any of the rules in the by-laws, ethics and guidelines, or basic philosophies shall be suspended for 3 to 6 months or a period of time as deemed necessary by the Class Instructor, Chief Instructor or The Yudansha.

F. Expulsion

Anyone who commits a major infraction against the school and/or any of the rules in the by-laws, ethics and guidelines, or basic philosophies, or convicted for a felony shall be expelled from the Organization indefinitely by the *School's Head*



**Ethics and Guidelines
of the
Te-Kenjutsu-Kan Karate-Do Organization**

Instructor, Chief Instructor or the Yudansha.

G. Termination

Anyone who quits unreasonably or is expelled is required to turn in his/her patch and booklet. This means that they are no longer connected with the Te-Kenjutsu-Kan Karate Organization and shall not be permitted to associate themselves with the school in any way. Also, the Organization shall not be responsible for their actions outside the school.

H. Outside Teaching

No member of the Te-Kenjutsu-Kan Karate-Do Organization shall teach (groups, individuals, friends or relatives), in any way, the Adlawan-Ha Shito Ryu style outside the school using the name and/or patch without the proper permission of the Yudansha and/or the Chief Instructor. Anyone violating this rule shall be immediately expelled from the Organization

I. Minors and/or adults

Students using and/or selling narcotics (marijuana, etc..) intimidating others through knowledge of martial art, going around looking for or starting trouble, or forming a 'gang' shall be immediately expelled from the school. Anyone using profane language, bragging or showing off movements or techniques in public shall be suspended.

J. Problems and/or Information

Consult your instructor(s) or the Chief Instructor if you have any problems or require additional information.

Revision C

Membership Roster

1. Vanessa Haro- 2452 Travers Ave. Commerce Ca
2. Angela Marquez- 2452 Travers Ave. Commerce Ca
3. Marlene DeDios- 3515 Todd Ave. Commerce Ca
4. Manny Vallejo- 3515 Todd Ave. Commerce Ca
5. Ofelia DeDios -3515 Todd Ave. Commerce Ca
6. Lourdes Haro- 2454 Gaspar Ave. Commerce CA
7. Maria Taberes-10534 Benavon St. Whittier C
8. Kristina Santana- 6303 Emil Ave. Commerce CA
9. Bertha Torreros - 6303 Emil Ave. Commerce CA
10. Louis Alvarez 9245 Songfest drive, Downey
11. Caroline Gonzales 2225 Strong ave. Commerce CA
12. Dominic Gonzales 2225 Strong ave. Commerce CA
13. Tanya Robles 5921 Templeton st. Huntington Park CA
14. Michael Robles 5921 Templeton st. Huntington Park CA
15. Katherine Chavez- 5710 Cecilia St. Bell gardens, works in
Commerce
16. Daisy Sillas 5921 Templeton st. Huntington Park CA unit E
17. Alberto Sillas 5921 Templeton st. Huntington Park CA unit E
18. Father Chris- 2349 Strong Ave. Commerce
(St. Marcellinus Church Pastor)

All meetings take place at the Church

11 commerce residents, 7 non residents