

**City of Key West  
Planning Department**



**Authorization Form**  
(Where Owner is a Business Entity)

Please complete this form if someone other than the owner is representing the property owner in this matter.

I, Kirkwood B. Allen as  
*Please Print Name of person with authority to execute documents on behalf of entity*

Asst. Post Commander of Post 168 American Legion  
*Name of office (President, Managing Member)* *Name of owner from deed*

authorize BERT BENDER  
*Please Print Name of Representative*

to be the representative for this application and act on my/our behalf before the City of Key West.

Kirkwood B. Allen  
*Signature of person with authority to execute documents on behalf on entity owner*

Subscribed and sworn to (or affirmed) before me on this 29<sup>th</sup> day of April 2013 by  
*date*

Kirkwood B. Allen  
*Name of Authorized Representative*

He/She is personally known to me or has presented Florida License as identification.  
A 450-502-95-414-0

Daina D. Katubi  
*Notary's Signature and Seal*

\_\_\_\_\_  
*Name of Acknowledger typed, printed or stamped*



\_\_\_\_\_  
*Commission Number, if any*

**City of Key West  
Planning Department**



**Verification Form**

*(Where Authorized Representative is an entity)*

I, Kirkwood B. Allen, in my capacity as Assoc. Post Commander  
*(print name)* *(print position; president, managing member)*  
of Kirkwood B. Allen  
*(print name of entity serving as Authorized Representative)*

being duly sworn, depose and say that I am the Authorized Representative of the Owner (as appears on the deed), for the following property identified as the subject matter of this application:

803 EMMAST, Key West, FL 33040  
*Street Address of subject property*

All of the answers to the above questions, drawings, plans and any other attached data which make up the application, are true and correct to the best of my knowledge and belief. In the event the City or the Planning Department relies on any representation herein which proves to be untrue or incorrect, any action or approval based on said representation shall be subject to revocation.

Kirkwood B. Allen  
*Signature of Authorized Representative*

Subscribed and sworn to (or affirmed) before me on this April 29, 2013 by  
Kirkwood B. Allen.  
*Name of Authorized Representative*  
*date*

He/She is personally known to me or has presented Florida Licence as identification.  
# A 450-502-45-414-0

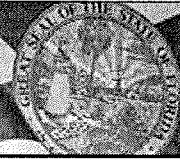
Daina D. Katubi  
*Notary's Signature and Seal*



\_\_\_\_\_  
*Name of Acknowledger typed, printed or stamped*

\_\_\_\_\_  
*Commission Number, if any*

FLORIDA DEPARTMENT OF STATE  
DIVISION OF CORPORATIONS



## Certificate of Status Verification

Listed below is the current information for the entity for which you are requesting a certificate of status. If this information is what you require for certification, please press the "Continue" button. If you do not wish to continue with this certification, press your browser "Back" button or select to return to the Sunbiz home page.

Document Number	N34525
Corporate Name	WILLIAM WEECH POST NO. 168, THE AMERICAN LEGION, INC.
State of Inc	FL
Filing Date	09/29/1989
Document Type	Florida Non Profit Corporation
Document Status	ACTIVE
Effective Date	10/01/1989
Last Trans Date	04/05/2010
Last Annual Report Date	04/10/2013
Last Annual Report Year	2013

**If this is not the correct information, please hit your browsers' 'Back' button and enter another document number.**

FLORIDA DEPARTMENT OF STATE  
DIVISION OF CORPORATIONS



[Events](#)   **No Name History**

Entity Name Search

[Return to Search Results](#)

## Detail by Entity Name

### Florida Non Profit Corporation

WILLIAM WEECH POST NO. 168, THE AMERICAN LEGION, INC.

### Filing Information

<b>Document Number</b>	N34525
<b>FEI/EIN Number</b>	596200886
<b>Date Filed</b>	09/29/1989
<b>State or Country</b>	FL
<b>Status</b>	ACTIVE
<b>Effective Date</b>	10/01/1989
<b>Last Event</b>	CANCEL ADM DISS/REV
<b>Event Date Filed</b>	04/05/2010
<b>Event Effective Date</b>	NONE

### Principal Address

803 EMMA ST.  
KEY WEST, FL 33040

Changed: 01/23/2007

### Mailing Address

PO BOX  
903  
KEY WEST, FL 33040

Changed: 04/10/2013

### Registered Agent Name & Address

SIMON, TAVARUS  
34 CACTUS DRIVE  
KEY WEST, FL 33040

Name Changed: 02/09/2012

Address Changed: 02/09/2012

### Officer/Director Detail

#### **Name & Address**

Title D

HILL, BERNICE A  
4200 NW 3rd Ave  
Miami, FL 33127

## Title D

ALLEN, KIRKWOOD  
25 6TH AVENUE  
KEY WEST, FL 33040

## Title D

FISHER, ROBERT  
1020 EMMA STREET - APT 6G  
KEY WEST, FL 33040

## Title D

LOPEZ, GLENWOOD  
396 BALIDO STREET  
KEY WEST, FL 33040

**Annual Reports**

Report Year	Filed Date
2012	02/09/2012
2013	04/10/2013

**Document Images**

<a href="#">04/10/2013 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">10/30/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">09/03/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/09/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">09/08/2011 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/05/2010 -- REINSTATEMENT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/07/2008 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/23/2007 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">10/16/2006 -- REINSTATEMENT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/24/2005 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/08/2004 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/17/2003 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/25/2002 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/22/2001 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/15/2000 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/27/1999 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/09/1998 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/21/1997 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/02/1996 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/20/1995 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>



TO WHOM IT MAY CONCERN

The required number of persons duly qualified for members having applied therefore and such application having been approved in due form

Now therefore, pursuant to the powers conferred by the Constitution of The American Legion, this Charter is granted and those applying together with such others as may unite with them are hereby authorized to establish and maintain a Post of

THE AMERICAN LEGION

at Key West to be known as William Weech Post No. 168 Department of Florida, and this instrument, unless revoked or suspended, shall be conclusive evidence of the legal existence thereof.

By the acceptance of this Charter, the said Post acknowledges its complete jurisdiction and declares itself to be in all things subject to the Constitution of The American Legion and of the Department of Florida, and the rules, regulations, orders and laws promulgated in pursuance thereof; and further the said Post pledges itself, through its members, to uphold, protect and defend the Constitution of The United States and the principles of true Americanism, for the common welfare of the living and in solemn commemoration of those who died that liberty might not perish from the Earth.

In Witness Whereof, this Charter is given under the hand and seal of the National Commander, duly attested by the National Adjutant, at National Headquarters in Indianapolis, Indiana, this 20th day of May, 1948; and countersigned by the Commander and the Adjutant for the Department of Florida at Orlando, the 30th day of May, 1948.

Countersigned:

Walter E. Porter Department Commander

Michael J. Daniel Department Adjutant

James E. McFall Attest: National Commander

Henry F. Buckley National Adjutant



*Proof of Ownership*

**Scott P. Russell, CFA  
Property Appraiser  
Monroe County, Florida**

Key West (305) 292-3420  
Marathon (305) 289-2550  
Plantation Key (305) 852-7130

**Property Record Card -  
Map portion under construction.**

Website tested on IE8,  
IE9, & Firefox.  
Requires Adobe Flash  
10.3 or higher

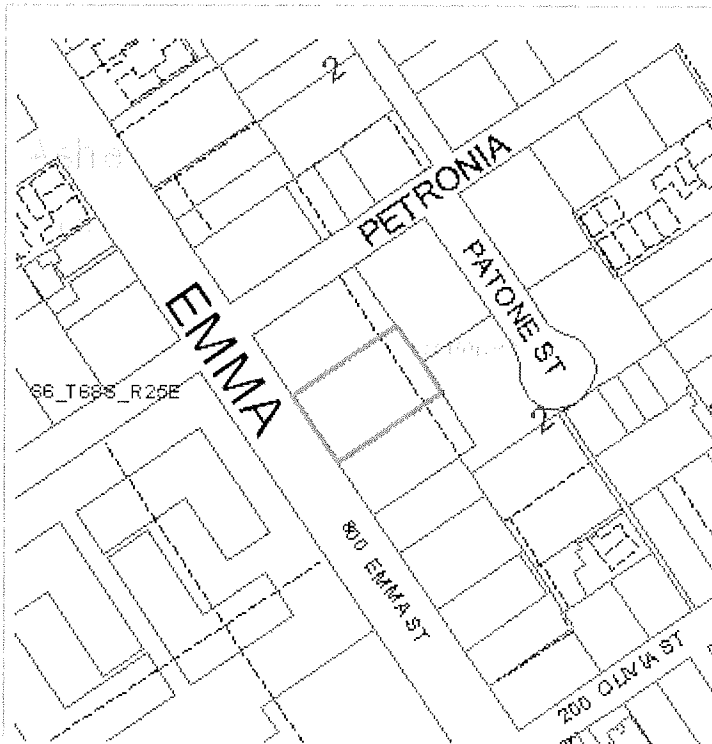
**Alternate Key: 1015032 Parcel ID: 00014650-000000**

**Ownership Details**

**Mailing Address:**  
TRUSTEES AMERICAN LEGION NBR 168  
P O BOX 903  
KEY WEST, FL 33040

**Property Details**

**PC Code:** 77 - CLUBS,LODGES (PC/LIST)  
**Millage Group:** 11KW  
**Affordable Housing:** No  
**Section-Township-Range:** 06-68-25  
**Property Location:** 803 EMMA ST KEY WEST  
**Legal Description:** KW PT LOTS1-5 SQR2 TR3 G52-100-101 G66-440-441



*Proof of Ownership*



Show Parcel Map that can launch map - Must have Adobe Flash Player 10.3 or higher

### Exemptions

Exemption	Amount
12 - NON-PROFIT	966,442.00

### Land Details

Land Use Code	Frontage	Depth	Land Area
100E - COMMERCIAL EXEMPT	65	100	6,500.00 SF

### Building Summary

Number of Buildings: 1  
 Number of Commercial Buildings: 1  
 Total Living Area: 5179  
 Year Built: 1943

### Building 1 Details

Building Type	Condition A	Quality Grade 400
Effective Age 18	Perimeter 334	Depreciation % 23
Year Built 1943	Special Arch 0	Grnd Floor Area 5,179
Functional Obs 0	Economic Obs 0	

**Inclusions:**

Roof Type	Roof Cover	Foundation
Heat 1	Heat 2	Bedrooms 0
Heat Src 1	Heat Src 2	

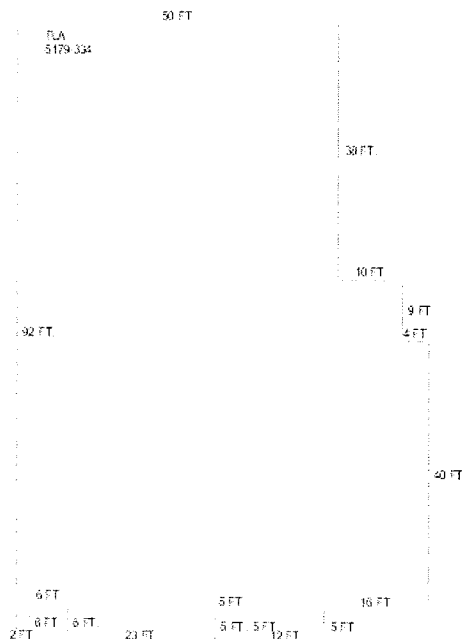
**Extra Features:**

2 Fix Bath 0	Vacuum 0
3 Fix Bath 2	Garbage Disposal 0

*Proof of Ownership*

4 Fix Bath 0  
 5 Fix Bath 0  
 6 Fix Bath 0  
 7 Fix Bath 0  
 Extra Fix 0

Compactor 0  
 Security 0  
 Intercom 0  
 Fireplaces 0  
 Dishwasher 0



**Sections:**

Nbr	Type	Ext Wall	# Stories	Year Built	Attic	A/C	Basement %	Finished Basement %	Area
1	FLA		1	1942					5,179

**Interior Finish:**

Section Nbr	Interior Finish Nbr	Type	Area %	Sprinkler	A/C
	2642	CLUBS/LDG/HALLS-D-	100	N	N

**Exterior Wall:**

Interior Finish Nbr	Type	Area %
695	C.B.S.	100

**Appraiser Notes**

EXEMPT FOR 1978 82585 QG=050

**Building Permits**

Bldg Number	Date Issued	Date Completed	Amount	Description	Notes
B943764	11/01/1994	12/01/1995	1,000	Commercial	PAINT I/S, NEW FIXTURES

B940676	02/01/1994	12/01/1995	15,000	Commercial	REPAIR EXT CONCRETE
B940472	02/01/1994	12/01/1995	15,000	Commercial	MAJOR CONCRETE REPAIR
9604339	11/01/1996	07/01/1997	11,000	Commercial	ROOF
9604428	11/01/1996	07/01/1997	36,000	Commercial	PLUMBING
9604428	11/01/1996	07/01/1997	1	Commercial	REPAIR/REMODELING
9700401	02/01/1997	07/01/1997	1,800	Commercial	ELECTRICAL
06-0186	01/24/2006	07/24/2006	500	Commercial	HOOK APPLICANCES WITH PROPANE

### Parcel Value History

Certified Roll Values.

[View Taxes for this Parcel.](#)

Roll Year	Total Bldg Value	Total Misc Improvement Value	Total Land Value	Total Just (Market) Value	Total Assessed Value	School Exempt Value	School Taxable Value
2012	545,486	0	420,956	966,442	966,442	966,442	0
2011	573,823	0	561,275	1,135,098	1,135,098	1,135,098	0
2010	573,823	0	617,500	1,191,323	1,191,323	1,191,323	0
2009	602,160	0	731,250	1,333,410	1,333,410	1,333,410	0
2008	602,160	0	747,500	1,349,660	1,349,660	1,349,660	0
2007	389,714	0	747,500	1,137,214	1,137,214	1,137,214	0
2006	398,883	0	552,500	951,383	951,383	951,383	0
2005	398,883	0	455,000	853,883	853,883	853,883	0
2004	403,464	0	442,000	845,464	845,464	845,464	0
2003	403,464	0	156,000	559,464	559,464	559,464	0
2002	403,464	0	104,000	507,464	507,464	507,464	0
2001	403,464	0	97,500	500,964	500,964	500,964	0
2000	403,464	0	81,250	484,714	484,714	484,714	0
1999	403,464	0	81,250	484,714	484,714	484,714	0
1998	268,976	0	81,250	350,226	350,226	350,226	0
1997	170,294	0	68,250	238,544	238,544	238,544	0
1996	154,812	0	68,250	223,062	223,062	223,062	0
1995	154,812	0	68,250	223,062	223,062	223,062	0
1994	154,812	0	68,250	223,062	223,062	223,062	0
1993	154,812	0	68,250	223,062	223,062	223,062	0
1992	154,812	0	68,250	223,062	223,062	223,062	0
1991	154,812	0	68,250	223,062	223,062	223,062	0
1990	125,041	0	55,250	180,291	180,291	180,291	0
1989	125,041	0	53,625	178,666	178,666	178,666	0
1988	111,704	0	42,250	153,954	153,954	153,954	0
1987	109,412	0	21,125	130,537	130,537	0	130,537
1986	109,883	0	19,500	129,383	129,383	0	129,383
1985	107,150	0	20,085	127,235	127,235	0	127,235
1984	104,958	0	20,085	125,043	125,043	0	125,043

*Proof of Ownership*

1983	306,375	0	20,085	326,460	326,460	303,607	22,853
1982	248,517	0	15,665	264,182	264,182	245,689	18,493

### Parcel Sales History

NOTE: Sales do not generally show up in our computer system until about two to three months after the date of sale. If a recent sale does not show up in this list, please allow more time for the sale record to be processed. Thank you for your patience and understanding.

There are no sales to display for this parcel.

This page has been visited 351,751 times.

Monroe County Monroe County Property Appraiser  
 Scott P. Russell, CFA  
 P.O. Box 1176 Key West, FL 33041-1176

*Ownership & Use*



# The American Legion

## Department of Florida

Richard J. Mondro  
Department Judge Advocate

### APPROVED

Pursuant to the applicable provisions of the Department Constitution, the foregoing Constitution and By-Laws of American Legion Post 168 have been reviewed and approved this 3 day of February, 2012.

Richard J. Mondro  
Department Judge Advocate

Approval Confirmed:

Fletcher Williams, Jr.  
Department Commander

CONSTITUTION  
AND  
BY-LAWS  
OF  
WILLIAM WEECH POST NO. 168  
DEPARTMENT OF FLORIDA  
AMERICAN LEGION  
PREAMBLE

For God and Country, we associate ourselves together for the following purposes: To uphold and defend the Constitution of the United States of America; to maintain law and order; to foster and perpetuate a one hundred percent Americanism; to preserve the memories and incidents of our association in the Great Wars; to inculcate a sense of individual obligation onto the community, state and nation; to combat the autocracy of both the classes and the masses; to make right the master of might; to promote peace and good will on earth; to safeguard and transmit to posterity the principles of justice, freedom and democracy; to consecrate and sanctify our comradeship by our devotion to mutual helpfulness.

**ARTICLE I – NAME**

Section 1. The name of this organization shall be WILLIAM WEECH POST No. 168, The American Legion, Department of Florida.

**ARTICLE II – OBJECTS**

Section 1. The objects and purposes of this post shall be to promote the principles and policies as set forth in the forgoing preamble, and the departmental Constitution of the American Legion.

**ARTICLE III – NATURE**

Section 1. This post is a civilian organization and membership therein does not affect or increase liability for military or police service.

Section 2. This post shall be non-political and "shall not" be used for the dissemination of partisan principles or for the promotion of the candidacy of any person seeking public office or preferment. No candidate for nomination or election to, or no incumbent of any remunerative elective public office, shall hold any elective office or any appointive remunerative office in this post. The American Legion or public office shall hold any elective office or any appointive remunerative office in this post for the American Legion, if members of the post-standing committees, "shall not" be affected.

Section 3. Rank does not exist in the American Legion; no member "shall be" addressed by his military or naval title in any meeting in this post.

#### ARTICLE IV – MEMBERSHIP

Section 1. Eligibility to membership in this post shall be as prescribed by the national Constitution of the American Legion.

Section 2. Application for membership shall be made in writing under such regulations as may from time to time be prescribed by the Post Executive Committee.

Section 3. All applications for membership shall be acted upon at the next regular post meeting, following the making of such application, and shall, at such meeting be accepted, rejected, or referred for further investigation and consideration. If 50% plus one or more members cast their votes against the acceptance of said application, then such application shall be recorded as rejected. A rejected application shall not be considered until after the expiration of six months from the date of such rejection.

Section 4. Members of this post may be reprimanded, suspended or expelled from this post and The American Legion in accordance with the Constitution, American Legion, Department of Florida.

Section 5. Members of this post may be reprimanded, suspended, removed from office or expelled from this post and the American Legion in accordance with the Constitution, American Legion, Department of Florida.

Section 6. No person who has been expelled by a post shall be admitted to membership in another post, without the consent of the expelling post, except where such consent has been asked for and denied by such post, he may then appeal to the state Executive Committee of the department of the expelling post for permission to apply for membership in another post, and shall be ineligible for membership until such permission is given.

#### ARTICLE V – OFFICERS

Section 1. The administrative affairs of this post of The American Legion shall, except as may be otherwise provided by the By-Laws, be under the supervision of the Executive Committee which shall consist of two members in addition to the officers of the post. The term of office of members of the Executive committee shall be for one year. This post by its By-laws may provide for such other standing committees as the business of the organization may require.

Page 3

Section 2. The officers of this post shall be a Commander, 1<sup>st</sup> Vice-Commander, 2<sup>nd</sup> Vice-Commander, an Adjutant, a Finance Officer, a Post Historian, a Post Sergeant-At-Arms and Asst. Sergeant-At-Arms and such other officers as "may be" deemed necessary by this organization, who shall be nominated from the floor at the meeting preceding the annual election.

Section 3. All officers and executive committee members "shall be" elected annually and they shall hold office until their successors are duly installed or as other provided. Any officer or executive committee members "may be" removed from the efficiency by the executive committee, a two-thirds vote of the said committee being necessary to effect such removal.

Section 4. Every member of this post shall be eligible to hold office in this post, except as otherwise provided in Section 2, Article III hereof.

#### ARTICLE VI – FINANCE

Section 1. The revenue of this post shall be derived from membership or initiation fees, from annual membership dues and from such other sources as may be approved by the post executive committee.

Section 2. Any proposed expenditures of the funds of this post in the amount greater than Two Hundred dollars (\$200.00) shall be subject to the approval of a two-thirds vote of the members present, or in an extreme emergency a majority of the executive committee.

Section 3. The amount of such membership or initiation fees and the amount of such annual post dues shall be fixed and determined by this post. Annual dues are **\$25.00** per year. Honorary membership dues are twenty-five dollars \$25.00 annually, due upon anniversary date, with **no privileges/affiliations** to the Constitution and By-Laws of William Weech American Legion Post 168, The American Legion, Inc.

#### ARTICLE VII – CHARTER MEMBERS

Section 1. Members who joined this post prior to Nov. 1, 1919 (or members who joined prior to the issuance of Charter) shall be known as Charter members. "Before proceeding under this section, posts should make inquiry as to whether or not the Department Constitution and By-Laws has provided which should be followed.

**BY-LAWS OF WILLIAM WEECH AMERICAN LEGION POST 168, THE AMERICAN LEGION INC.  
KEY WEST, FLORIDA**

**ARTICLE I – NAME**

Section 1. The Post existing under these By-Laws is to be known as the William Weech American Legion Post 168, The American Legion Inc.

Section 2. The William Weech American Legion Post 168, The American Legion operates under a Florida Corporation N34525, dated April 5, 2010.

Section 3. The objectives of this Post are as set forth in the Constitution.

**ARTICLE II – MANAGEMENT**

Section 1. The government and management of the Post is entrusted to a Post Executive Committee which shall consist of all officers of the Post, the immediate Past Commander and the second previous Past Commander, if they are available/ willing to serve, otherwise the vacancies will be filled by election.

Section 2. The Post Executive Committee shall meet for organization and such other business as may come before it at the call of the Post Commander within ten (10) days after installation of the new officers. Thereafter, the Post Executive Committee shall meet at the call of the Post Commander at least once a month and as often as said Post Commander may deem necessary. The Post Commander shall call a meeting of the Post Executive Committee upon the joint written request of three (3) or more members of said Post Executive Committee, a majority of the Committee shall constitute a quorum thereof.

Section 3. The Post Executive Committee shall hire such employees as may be necessary; shall require adequate bonds from all persons having the custody of the Post funds; shall cause all funds to be placed in the hands of the Post Finance Officer for deposit and accounting purposes; shall hear the reports of Post Committee Chairmen, and generally, shall have charge of and be responsible for the management of the affairs of this Post. At the end of each fiscal year, an audit committee shall be appointed with the Post Advocate as Chairman /to conduct a complete audit of Post records before turning them over to the new Post Finance Officer. Except for hiring and firing of employees, all actions of the Post Executive Committee shall be subject for approval to the membership at the next regular membership meeting.

Section 4. At no time, should any member or officer of the Post be allowed to acquire a credit card in the name of The American Legion for purchases, expenditures, or any reason. At all times Post monies are to be disbursed only by check, except during community events where food supplies are immediately needed. At those times, cash will be used with a receipt immediately turned in to the cash box.

Section 5. Duties of Post Finance Officer - The Post Finance Officer shall have charge of all finances and see that they are safely deposited in some local bank (s) and shall report once a month to the Post Executive Committee and the Post, in writing, the condition of the finances of the Post, with such recommendations as the Post Finance Officer may deem expedient or necessary for raising funds with which to carry on the activities of the Post. All checks must be signed by 2 authorized individuals. The Post shall furnish such surety bond in such sum as shall be fixed by the Post Executive Committee.

Section 6. Duties of Post Judge Advocate – The Post Judge Advocate shall supply professional advice in the conduct of the Post business, or to procure proper counsel. The Post Judge Advocate shall be the Chairman of any committee concerning the Post Constitution and By-Laws revision. The Post Judge Advocate shall be in charge of the annual audit of the Post financial accounts as set out in section 3, Article II of these By-Laws. The Post Judge Advocate shall be responsible for the orderly conduct of disciplinary procedures.

Section 7. Duties of the Post Historian – The Post Historian shall be charged with the individual records and incidents of the Post and Post members, shall perform such other duties as may properly pertain to the office as may be determined by the Post or Post Executive Committee.

Section 8. Duties of Post Chaplain – The Post Chaplain shall be charged with spiritual welfare of the Post comrades and will offer divine, but non-sectarian, service in the event of dedications, Funerals, public functions, etc., and adhere to such ceremonial rituals as are recommended by the National and Department Headquarters from time to time.

Section 9. Duties of Post Sergeant-At-Arms – The Post Sergeant-At-Arms shall preserve order at all times and meetings, shall perform such other duties as may be from time to time be assigned to the Post Sergeant-at-Arms by the Post Commander or Post Executive Committee. The Post Sergeant-at-Arms shall have charge of the Post Colors, and shall not display or permit them to be displayed without specific authority of the Post Commander.

Section 10. Duties of Post Service Officer – The Post Service Officer shall comply with the Service Officer's Manual and Post Officers Guide of The American Legion, and recommendations of National and Department Headquarters, and needs of this Post.

#### ARTICLE I – ELEGATES

Section 1. Delegates and alternates to a Department, Division or District Convention shall be elected by ballot by the Post at a regular meeting of the post to be held at least twenty (20) days prior to the date of such conventions.

Section 5. All expenditures to be paid by the Post must be authorized by the Post Executive Committee and entities affiliated with William Weech American Legion Post 168, The American Legion, Inc, during regular meetings. The American Legion Auxiliary unit 168 and the Sons of The American Legion Squadron 168 are responsible for 15% of all expenditures associates with the Post, i.e. electric, water, sewer, solid waste, gas, telephone, media and insurance, paid monthly without continually requiring a vote.

Section 6. Under William Weech American Legion Post 168 rental agreement, the Executive Committee may rent Post facilities, with a valid written contract on file approved by Post Executive Committee. Non-compliance would require a written affidavit exempting the post from liability during the course of an event.

### ARTICLE III – DUTIES OF OFFICERS

Section 1. Duties of Post Commander – it shall be the duty of the Post Commander to preside at all meeting of the Post and to have general supervision over the business and affairs of the Post, and such officer shall be the Chief Executive Officer of the Post. The Post Commander shall approve all orders directing the disbursement of funds and shall make an annual report covering the business of the Post for the year, and recommendations for the ensuing year, which shall be read at the annual meeting and a copy thereof immediately forwarded to the Department Adjutant. The Post Commander shall see that this Constitution and By-Law is observed. The Post Commander shall perform such duties as are directed by the Post.

Section 2. Duties of Post 1<sup>st</sup> Vice Commander – The 1<sup>st</sup> Vice Commander shall assume and discharge the duties of the Commander in his/her absence or disability thereof, or when called upon by the Commander. In addition to acting for the Commander his/her absence, the primary concern of the 1<sup>st</sup> Vice Commander is membership, recruiting and retention of Post members.

Section 3. Duties of Post 2<sup>nd</sup> Vice Commander – The 2<sup>nd</sup> Vice Commander shall assume and discharge the duties of the commander in the absence of the Commander and the 1<sup>st</sup> Vice Commander. In addition, the primary concerns of the 2<sup>nd</sup> Vice Commander shall be patriotic observances, development of Post activities and entertainment at the regular Post activities.

Section 4. Duties of Post Adjutant – The Post Adjutant - The Post Adjutant shall have charge of and keep a full and correct record of all r=proceedings of all meeting, keep such records as the Department and National organizations may require, issue membership cards, handle certificates of transfer, render reports of membership annually or when called upon at a meeting, and under the direction of the Post Commander, handle all correspondence of the Post. The Post adjutant shall comply with Article V, Section 5, Department Constitution.

ARTICLES – APPOINTMENTS

Section 1. The Post Commander immediately upon taking office shall appoint all committee chairmen with the exception of the House Committee members who will be nominated by the Commander and subjected to the approval of the Executive Committee.

Section 2. Removal of House Committee members shall follow the same procedure as set forth for appointments, section 1, of this Article.

Section 3. Membership Committee shall have charge of all matters pertaining to the membership of the Post, including the procuring of new members, reinstatement and eligibility of members.

Section 4. House and Entertainment Committee shall have charge of all matters pertaining to the care of the Post quarters, promotion of club advantages and arrangement for social activities.

Section 5. Finance Committee shall be charged with the administration of the financial policy, preparation of budget recommendations and supervision of receiving, disbursing and accounting of all Post funds.

Section 6. Legal Committee shall be charged with the legal supervision of Post affairs and audit of Post financial accounts.

Section 7. Public Relations Committee shall be charged with the promotion of public support of the Legion's program by the establishment of proper contact with The American Legion Magazine, Department and National News services by local publicity of post programs and activities.

Section 8. Rehabilitation and Service Committee shall supervise all matters pertaining to service to comrades in the prosecution of all just claims against the United State governments, employment, relief, etc.

Section 9. Visiting Committee is charged with the visiting and comforting of members and their families when sick or bereaved and with visiting ex-servicemen in nearby hospitals.

Section 10. Americanism Committee shall be charged with the inspiration of patriotism and good citizenship by arrangements for proper observance of patriotic occasions; encouragement, of patriotic and civic phases of instructions in schools; Americanization of aliens; combating anti-American propaganda by education of the general public in American ideals through public forums, et., and activities for community and civic betterment.

Section 11. Athletic Committee shall be charged with the promotion of physical development and clean sports by the organization of Post athletic teams, recreation etc. and cooperation and support in general recreational and athletic program of the community.

Section 12. Child Welfare Committee shall be charged with the aid and service to children of Veterans, cooperating with other established agencies in the community; laboring for the betterment of child conditions and in coordinating services and agencies in the community for the above purposes. To act as intermediary for the needy children of Veterans.

Section 13. Security Committee shall work with and coordinate Legion efforts with the Local Civil Defense Council on matters pertaining to national, civilian and home defense.

#### ARTICLE VI – DUES – FISCAL YEAR

Section 1. Annual dues shall be prescribed by the Post and shall be payable on or before Oct 20<sup>th</sup> of each year for the succeeding calendar year. A member whose dues for the current year have not been paid by January 1<sup>st</sup> shall be classed as delinquent. If his/her dues are paid on or before February 1<sup>st</sup>, he/she shall be automatically reinstated. If he/she is still delinquent after February 1<sup>st</sup> he/she shall be suspended from all privileges. If he/she is still under such suspension on June 30<sup>th</sup> of such year, his/her membership in The American Legion shall be forfeited. A member so suspended or whose membership has been so forfeited may be reinstated to active membership in good standing by payment of current year's dues.

Section 2. The newly elected Post Officers shall be installed at a regular or special meeting, as may be designated by the Post Executive Committee, as soon as possible after annual election not later than the first regular meeting in July following their election, Article V section 4 of this Constitution.

Section 3. The Chairman of the Membership Committee may recommend to the Post Executive Committee the names of members whose dues shall be paid by the Post with reasons for such recommendations, except new members and transfers.

#### ARTICLE VII – FINANCES

Section 1. Three signatures will be on each bank account. Two of those signatures are required for withdrawal or check.

Section 2. The Executive Committee may authorize expenditures of up to \$50.00, changed to \$200.00 without bringing such expenditures to a vote of the general membership.

Section 3. Normal monthly utility bills, Department dues, printing costs (for newsletters and minutes) and food expenses for pre-approved fundraising activities may be paid without the vote of the general membership.

#### ARTICLE VIII – RESOLUTIONS

Section 1. All resolutions of State and National scope presented to this Post by a member or reported to this Post by a committee shall merely embody the opening of this Post on the subject and copy of same shall be forwarded to the Department Headquarters for its approval before any publicity is given or action other than mere passage by the Post is taken.

#### ARTICLE IX – MEETINGS

Section 1. The regular meeting of this Post shall be held at the Post home on the second and fourth Wednesday of each month, at which may be transacted such business as may be brought up for action; such meetings may be converted into entertainment meetings, as may be deemed advisable by the Officers of the Post.

Section 2. The Post Commander or a majority of the Executive Committee shall have power to call a special meeting of the Post at any time.

Section 3. Upon written request of seven (7) members of the Post, The Executive Committee shall call a special meeting of the Post.

Section 4. A minimum of Three (3) members shall constitute a quorum.

#### ARTICLE X – NOTICES

Section 1. Every member shall furnish the Post Adjutant with his/her address for mailing purposes.

Section 2. The Post Adjutant shall cause notice of the annual election to be given at least two (2) weeks prior thereof.

#### ARTICLE XI – RULES OR ORDER

Section 1. All proceedings of this Post shall be conducted under and pursuant to Robert Rules of Order, except as herein other provided.

#### ARTICLE XII – LIMITATION OR LIABILITIES

Section 1. This Post shall incur, or cause to be incurred, no liability or obligation whatever which shall subject to liability any other Post, subdivision, group or members of The American Legion, or other individuals, corporation or organization.

ARTICLE XIII – AMERICAN LEGION AUXILIARY

Section 1. This Post recognizes an auxiliary Unit of William Weech American Legion Post 168, The American Legion, Inc

Section 2. Membership in the Auxiliary shall be as prescribed by the National Constitution of The American Legion Auxiliary.

ARTICLE XIV – SONS OF THE AMERICAN LEGION SQUADRON 168

Section 1. This Post recognizes SAL as a Squadron of William Weech American Legion post, The American Legion, Inc.

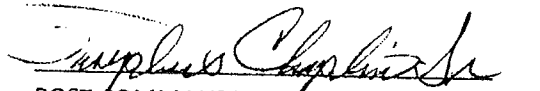
Section 2. Membership of SAL shall be as prescribed by the National Constitution of The American Legion, Inc.

ARTICLE XV– AMENDMENTS

Section 1. These By-Laws may be amended at any regular Post meeting by a vote of two-thirds (2/3) of the members of said Post attending such regular meeting; provided that the proposed amendment shall have been submitted in writing to the Post Executive Committee in session and approved by it; or if rejected in whole or in part, it may be taken to a regular Post meeting on a minority report; and provided that the proposed amendment shall have been submitted in writing and read at the next preceding regular meeting or said Post, and provided further, that written notice shall be given to all members at least five (5) days in advance of the date when such amendment is to be voted upon, notifying all said members that at such meeting a proposal to amend the By-Laws is to be voted upon.

POST CERTIFICATION

We, the following Officers of William Weech American Legion Post 168, The American Legion, Inc, hereby certify that the foregoing Constitution and By-Laws, after due notice was given to all members, was adopted at a regular meeting of this Post held on the 07 day of NOVEMBER 2011, A.D.

  
POST COMMANDER, JOSEPHUS CHAPLIN SR.

  
POST LODGE ADVOCATE, CHARLES L MAJOR SR.

\_\_\_\_\_

Letter Designating  
Property Manager



January 10, 2013

William Weech American Legion Post 168  
803 Emma Street  
Key West, FL 33040

**Affidavit: Project Manager at William Weech American Legion Post 168**

Bert Bender is authorized to act as the contact person and the project manager for the William Weech American Legion Post 168 located at 803 Emma Street, Key West, Florida in regards to the restoration and renovation of the building located at that address, including grant applications. He has agreed to assist American Legion Officers in matters regarding the contract and reimbursement materials associated with the TDC grant.

Sincerely,

A handwritten signature in blue ink that reads "Kirkwood B. Allen". The signature is written in a cursive style with a large initial "K".

Kirkwood B. Allen  
Vice Commander  
William Weech American Legion Post 168

April 1, 2013



**WILLIAM WEECH AMERICAN LEGION POST 168  
803 Emma Street  
Key West, Florida 33040**

**To Whom It May Concern:**

**The Women's Auxiliary of the William Weech American Legion Post 168, Key West, Fl., does support Bert Bender & Bender & Associates Architects as a representative and are in full agreement with their design approach.**

A handwritten signature in blue ink that reads 'Lakaye Barnett'. The signature is written in a cursive, flowing style.

**Lakaye Barnett  
President  
Post 168 Women's Auxiliary**

April 1, 2013



**WILLIAM WEECH AMERICAN LEGION POST 168**  
803 Emma Street  
Key West, Florida 33040

**To Whom It May Concern:**

**The William Weech American Legion Post 168, Key West, Fl., does support Bert Bender & Bender & Associates Architects as our representative and are in full agreement with their design approach.**

A handwritten signature in cursive script, appearing to read 'Bernice A. Hill'.

**Bernice A. Hill**  
Commander

April 1, 2013



**WILLIAM WEECH AMERICAN LEGION POST 168**  
803 Emma Street  
Key West, Florida 33040

**The following information displaying the Officers, Board members, Directors and Trustees  
of the William Weech American Legion Post 168.**

**OFFICES-5**

**Commander- Bernice A. Hill**  
**Vice Commander – Kirkwood Allen**  
**Adjutant- Robert Fisher**  
**Financial Officer-Tavarus Simon**  
**Chaplain- Glenwood Lopez**

**TRUSTEES-1**

**Mr. Charles Major**

**DIRECTORS-0**

**Board Members-0**

*Sincerely*

A handwritten signature in black ink, appearing to read 'Bernice A. Hill', written over the word 'Sincerely'.

**Bernice A. Hill**  
**Post Commander**



William Weech American Legion Post 168  
803 Emma Street  
Key West, Florida 33040  
July 1, 2012

Dear Legionnaires:

Membership for fiscal year 2012-2013 is now due, your continued support and contribution to maintain this organization still need immediate attention.

Here are the following upcoming items forthwith:

- A. July 12, 2012 – TIF (Tax Increment Finance) meeting with the BVRAC at Old City 510 Green Street, Key West, Florida 33040, 5:30pm.
- B. July 14, 2012 Post installation of Officer 2012-2013, at Post 28 Stock Island – at 1:00PM – it is important that all Officer elected for fiscal year 2012-2013 are present. Officers were nominated on May 9, 2012 and Elected on May 25, 2012, as follows:
  1. Post Commander Josephus Chaplin Sr.
  2. First Vice Commander Bernice Hill
  3. Second Vice Commander Kirkwood Allen
  4. Post Adjutant Robert Fisher
  5. Finance Officer Travus Simon
  6. Post Chaplain Glenwood Lopez

The Post new Architect is Bert Bender of Bender and Associates, who will restore the building. Bert has submitted a preservation grant the week of June 18, 2012. It is important to attend the TIF meetings, in order to know what is happening.

For God and Country!

Respectfully

  
Josephus Chaplin Sr.

Cc: Post File



**WILLIAM WEECH AMERICAN LEGION POST 168  
803 EMMA STREET  
KEY WEST, FLORIDA 33040**

**Dear Members:**

**On Wednesday 8, 2012, there will be a regular scheduled Post 168 meeting, located at Bethel AME Church – 223 Truman Avenue Key West Florida. (On the corner of Truman and Thomas Street)**

**This is a very important meeting with the Fourteenth District Commander Gary Decker, District Adjutant Bill Sailor and SAL Area Commander.**

**At this time, we will be installing two new officers: second Vice Commander Bernice A. Hill and Tavarus Simon as Finance Officer. Enclosed, please find the agenda for this meeting.**

**I look forward to your attendance.**

**For God and Country!**

**Respectfully,**

  
**Josephus Chaplin, Post Commander**

**Enclose Agenda 02/08/12 Regular Post Meeting**

**CC: File; 14<sup>th</sup> District Commander Gary Decker**

July 12, 2012



**WILLIAM WEECH AMERICAN LEGION POST 168  
803 Emma Street  
Key West, Florida 33040**

**Special Meeting**

**724 Olivia Street  
Key West, Fl. 33040  
07/12/2012 @ 6:00 PM**

**(Agenda)**

**Opening Prayer: Chaplin Glenwood Lopez**

**Resolution 288 MIA/POW'S**

**Tribute to the Men and Women Serving in Afghanistan and Around the World  
Pledge of Allegiance**

**PREAMBLE:**

**FOR GOD AND COUNTRY, WE ASSOCIATE OURSELVES TOGETHER FOR THE  
FOLLOWING PURPOSES:**

**To uphold and defend the Constitution of the United States of America:**

**To foster and perpetuate a one hundred percent Americanism; To preserve the memories and incidents of our associations in the Great Wars; To inculcate a sense of individual obligation to the community, state and nation; To combat the autocracy of both the classes and the masses; To make right the master of might; To promote peace and goodwill on earth; To safeguard and transmit to posterity the principles of justice, freedom and democracy; To consecrate and sanctify our comradeship by our devotion to mutual helpfulness.**

**Roll Call of Officers:**

**Bernice A. Hill - First Vice Commander**  
**Kikwood Allen - Second Vice Commander**  
**Robert Fisher - Adjutant**  
**Tavarus Simon - Financial Officer**  
**Glenwood Lopez - Chaplin**  
**Special Guest - Milicent Weech Women's Auxiliary**

**First Vice Commander - Bernice A. Hill- Rap of Gavel- WWAL Post 168 is officially in session.**

**Minutes:**

Reading of Minutes as of July 2, 2012.

Motion by First Vice Commander Hill, Second motion by Second Vice Commander Allen.

All in Favor 4 YEAS 0 NAYS

Page 2- Cont'd

WWAL Post - Special Meeting

6:00 pm

746 Olivia St., KW, FL 33040

**Financial Report:**

As of July 2012

**City of Key West Revenue .....\$5627.93 Due**  
**This includes the FKAA Bill in existing.**

**Annual Renewal of Article of Federation updated @.**  
**.....\$62.00**

**Post Office Box due by 01/31/2013**

**Post 168 Liquor License due ..... \$450.00**

**Key Federal Credit Union Balance for the period of July 2012**  
..... \$ 30.00

**First State Bank Account, @ \$ 75.00**

**Old Business:**

- The matching loans for the restoration of the post.
- The Post is still waiting for approval.

**New Business:**

- The election of Officers due to the resignation of Post Commander Josephus Chaplin.
- All members present voted unanimously for the selection of First Vice Commander Bernice Hill to resume the position as Post Commander
- All members present voted unanimously for the selection of Second Vice commander Kirkwood Allen as First Vice Commander.
- Article of Federation was completed for the new officers elected.
- **Special Meeting Adjourn @6:30 pm.**
- **Respectfully submitted Robert Fisher Adjutant**