REFERENCE SERVICE SLIP

Archival Research Room Record Request
National Archives at St. Louis

JUL 08 2025 PM03:14

Date: 6/15/2025

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Burns, Andrew	
E-Mail Address:	**Phone Number:**
afbfg4@umsl.edu	636-415-7353

INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much as possible)

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Lupton, Minnie, I.		1874 FL

MILITARY SERVICE

Branch of Service:

- ☐ Air Force
- ☐ Army Air Corps
- ☐ Army Air Force
- ☐ Army
- ☐ Marine Corps
- ☐ Navy
- ☐ Coast Guard
- ☐ Unknown

Type of Rank:

- ☐ Enlisted
- ☐ Officer
- ☐ Unknown

Service Period (Check all that apply):

- ☐ 1939 & Prior
- ☐ 1940 - 1950
- ☐ 1950 & After

Date & Place of Death: 1951 FL

State of Residence (upon entry into service):

Other Identifying Information (Parent's Names, CSC Number, etc.)

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (FL)		
From: 1903	To: 1922	
(Agency & Location)		
From:	To:	
(Agency & Location)		
From:	To:	

Other Identifying Information (Maiden Name, Job Title, etc.)

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:	Additional Researchers: ☐ Yes ☐ No
CMRS Service Request Number: C-0005941583	Attendant Signature:
CMRS Search Request Number(s):	Remarks: submitted to archival search 7/11/25

2025 JUL 17 PM12:02:12

SCREENING NOTES

☐ Reviewed and Nothing Removed JMH	☐ Items Removed and User Informed	
Hold Requested: ☐ Yes ☐ No	Total Requests:	Screened Items:
☐ Additional charge outs and signatures on reverse side		

Time Out:	Final Return:

LUPTON MRS MINNIE I. LUPTON



READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

L-J.

EFFICIENCY REPORT

New Orleans, La.
May 12, 1911.

(The parenthetical letters refer to instructions on page 3, which instructions should be read and understood before attempting to fill out the form.)

1. Name Mrs. Minnie I. Lupton. 2. Age 37. (Last birthday.)
3. Bureau of Lighthouses. 4. Position Laborer
5. Compensation $260 p.a. 6. Where employed St.Joseph Point Range Lt.Sta., Fla.
7. When appointed (a) May 11,1903. 8. How appointed (b) Without examination
9. Status under Civil Service Rules (c) Classified excepted.
10. Is the employee an honorably discharged soldier or sailor? No.
11. Does the employee receive a pension? No. If so, state the amount
12. Other Government service None.
13. Duties (describe fully) Assists in the exhibition of 3rd-order light and lens lantern light, and in care of dwelling and Government property.
14. Has the employee special qualifications? No. If so, state them
15. Efficiency (d):

	Averages.	Relative weights.	Products of averages multiplied by weights.
Quantity of work	85	2	170
Quality of work	85	3	255
Interest manifested in work (see also Question 17)	85	3	255
Attendance		2	
Total		8~~0~~	680
Average percentage			85

11—4259

16. In the following form state the number of days of annual leave, sick leave, and leave without pay taken in each of the years 1908, 1909, and 1910:

1908.			1909.			1910.		
Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.

17. Is this employee a purely routine employee, or does he manifest interest, not only in his own work but also in the work of the office or bureau as a whole, to the extent of overtime work or voluntary efforts by suggestion or otherwise to add to its efficiency? (Answer fully.) Routine employee.

18. On the basis of efficiency alone, is this employee overpaid or underpaid as compared with others in your office engaged on the same grade of work, or is his salary a fair equivalent for the service rendered? (Answer fully.) Fair salary. If the present salary is above or below a fair equivalent, state what, in your opinion, it should be.

19. Is this employee superannuated? No. If so, what percentage of salary is unearned?

20. Remarks: (*e*)

The official who is primarily responsible for the statements herein submitted will sign here—

Conrad Thompson
Asst. Supt.

The official who approves the statements thus submitted will sign here—

Inspector.

11—4259

Chief of Bureau or Office.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

WJB:LBC
Incl.

LIGHTHOUSES
1926 MAR 11 AM 11 57

OFFICE OF SUPERINTENDENT, 8TH DISTRICT
NEW ORLEANS, LA.

March 9, 1926

Hydr.
Radio
Engr. Cadet
Mar. Eng.
Personnel
Financial
Law and Prop.
Adm Asst.
Dept. Gener.
Purch.

St. Joseph Point Range
L.S., Fla.- Laborer

Commissioner of Lighthouses:

1. Mrs. M. I. Lupton, Laborer at St. Joseph Point Range Light Station, Fla., left the station at the close of January 31, 1926, on account of illness.

2. As this position has since been discontinued, it is recommended that the attached letter, received from Mrs. Lupton under date of February 3, 1926, be accepted as her resignation effective at the close of January 31, 1926, because of the fact that she was an appointed laborer at $300.00 per annum.

E. S. LAMPHIER
Superintendent of Lighthouses

not appt. by Dept. appointed by contract & employ. report of qualifications not required.

- - - - - - - -

RG-EK
Incl.

Bureau of Lighthouses, Washington, D. C.
March 13, 1926.

Returned to Superintendent of Lighthouses, New Orleans, La., with statement that the Department records no longer carry this position as an appointed one, it apparently being considered as coming under the registration system. Accordingly no further action appear necessary.

H. B. BOWERMAN
Acting Commissioner of Lighthouses.

(CORY-LEC)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

1926 MAR 11 AM 11 57

Eighth District
St.Joseph Point Light Station
Port Saint Joe, Fla., Feb.3rd, 1926

Superintendent of Lighthouses

New Orleans, La.

Dear Sir:

On account of my poor health, it seems that I will be obliged to give up my position as laborer at this station, and go where I can procure medical treatment.

Mr. Lupton, the keeper, states that he can arrange with some one to assist in the work at the same pay allowed me for the short time he expects to remain in the service.

Respectfully,

(Signed) M. I. Lupton
M. I. Lupton, Laborer

(Through the keeper)

Mrs. Minnie D. Lupton

STATE FROM WHICH APPOINTED
Fla.

INACTIVE

Mrs. Minnie D. Lupton

STATUS

DESIGNATION	SALARY	OFFICE, BUREAU, OR DIVISION	DATE APPOINTED
Laborer, St. Josephs Pt Range, Fla.	$180 pa.	Light-House	Position from Treasury 7-1-03
"	250 "	"	March 15, 1906
Trans position to registers system			SEP 1 1910

INACTIVE

ATJ.

TREASURY DEPARTMENT,

OFFICE OF THE LIGHT-HOUSE BOARD,

Washington, 22 April, 1903.

COMMUNICATIONS SHOULD BE ADDRESSED TO THE LIGHT-HOUSE BOARD. IN WRITING UPON THE SUBJECT OF THIS LETTER QUOTE THE FOLLOWING FILE NUMBER:

FILE NO. 6073.

The Honorable,

The Secretary of the Treasury.

Sir:-

The Board has the honor to ask the appointment of Mrs. Minnie I. Lupton to the position of Laborer to assist in the care of St. Joseph Point Range, Fla., Light-Station, authorized by Department letter of 27 March, 1903, with pay at the rate of $180. a year.

Respectfully,

C. F. Hutchins

Captain, U. S. N.,

Naval Secretary.

3 - 77

TREASURY DEPARTMENT

OFFICE OF THE SECRETARY

WASHINGTON

May 11, 1903.

J. A. D.

Mrs. Minnie I. Lupton,

Care of the Chairman of the

Light-House Board.

Madame-

In accordance with the provisions of Section 3, Rule II, Revised Civil Service Rules, you are hereby appointed Laborer in the Light-House Service to assist in the care of the Saint Joseph Point Range Light-Station, Florida, with compensation at the rate of One hundred and eighty dollars ($180.) per year, from date of entering on duty, subject to taking the required oath of office.

Respectfully,

(Signed) R. B. Armstrong

Acting Secretary.

T.

TREASURY DEPARTMENT,
LIGHT-HOUSE ESTABLISHMENT.
Form 111.—Ed. 1 4 1900 1,500.

OATH OF OFFICE.

PRESCRIBED BY SECTION 1757, REVISED STATUTES.

I, Minnie I Lupton do solemnly Swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So help me God.

Minnie I. Lupton

E.O.d. May 27, 1903.

Sworn to and subscribed before me, this 27th day of May A. D. 1903

W. H. Mack

Notary Public

CARDED.

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Laborer	St. Joseph Point L.S.	Florida	Florida

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, a Clerk of a Court, or any other officer having authority to administer oaths, but never before a Collector of Customs, as he has no power to administer oaths in such cases. *The oath should be taken on or after the date of the appointment.*

DIVISION OF APPOINTMENTS.
Form No. 276.—Ed. 3-29 1902 5,000.

INFORMATION AS TO THE PERSONNEL.

Treasury Department,

OFFICE OF THE SECRETARY,

Washington, D. C., February 10, 1900

To Supervising Officers of the Treasury Department and Others concerned:

You are hereby directed to have each new appointee or employee in your office at the time of taking the oath, in his own handwriting, answer in full all of the following inquiries, and date and sign the paper at the end. You will then forward the paper to the Department.

L. J. GAGE,
Secretary.

STATEMENT OF APPOINTEE OR EMPLOYEE.

In what service in or under the Treasury Department are you to be employed?

Light House Service

In what bureau, office, or division of that service are you to be employed?

St. Joseph Point Light Station

What is the designation of the office or position to which you have been appointed?

Laborer

What is the rate or amount of compensation, pay, or emolument which you are to receive per diem or per annum? $ 180-

Where were you born? (Give town and State.) Pensacola Fla.

In what year were you born? 1874.

Are you married or single, widow or widower? Married

Where is your legal residence? (Give town, county, Congressional district, and State.)

Pensacola Escambia Co 1st dist. Fla (3rd)

Did you render military or naval service in the War of the Rebellion, or in the Spanish-American War? If so, in what capacity and in what organization?

None

Have you any relatives in the service of the Government? If so, state the relationship and service in which employed.

Husband in L. H. Service

Have you ever before been employed in the Treasury service? If so, give date of original appointment and a statement in chronological order showing place or places occupied, length and time of service in each place, and compensation received therein.

None

Signature of appointee or employee Minnie E. Lupton.

Date May 27th 1903.

ATJ. Copy.

Department of Commerce and Labor
LIGHT-HOUSE BOARD
Washington

DIVISION OF APPOINTMENTS
RECEIVED
MAY 3 1905
DEPT OF COMMERCE AND LABOR

File No. 1162.

6 March, 1905.

The Honorable,

The Secretary of Commerce and Labor.

Sir:-

The Board has the honor to ask that the pay of the position of Laborer at the St. Joseph Point Range, Fla., Light-Station, now filled by Mrs. Minnie I. Lupton, be increased to date from 15 March, '05, from $180 to $250 a year. The Inspector of the Seventh L. H. District reports that the present pay of that position is inadequate for the services performed.

Respectfully,

U. Sebree,
Captain, U. S. N.,
Naval Secretary.

GENERAL APPOINTMENT AGENCY DATE

Department of Commerce and Labor
OFFICE OF THE SECRETARY
Washington

[illegible]

Mrs. Minnie T. [illegible], of Florida, is hereby appointed

Laborer at the St. Joseph Point Range Light Station, Florida

in the [illegible] Lighthouse Service

at a salary of Three hundred and fifty dollars per annum

this appointment to take effect March 20, 1905

Payment of the compensation authorized in this appointment is

subject to the oath of office being taken.

(Increase in compensation from $300 per annum. In accordance with

Sec. 6, Rule I, Schedule A, Civil Service Rules.)

DIVISION OF APPOINTMENTS
REPORTED
MAR 11 1905
TO DISBURSING CLERK
DEPT OF COMMERCE AND LABOR

CHANGE REPORTED
APR — 1905
C. S. COMMISSION.

Assistant Secretary.

Date of oath: [illegible] 190

[illegible]

CARDED.

6073

Department of Commerce and Labor,
TREASURY DEPARTMENT.
LIGHT-HOUSE ESTABLISHMENT.
Form 111.—Ed. 6 19 1901 1,500.

OFFICE OF THE CHIEF CLERK
RECEIVED
APR 20 1905
DEPT OF COMMERCE AND LABOR

OATH OF OFFICE.

PRESCRIBED BY SECTION 1757, REVISED STATUTES.

I, Minnie I. Lupton do solemnly Swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So help me God.

Minnie I. Lupton

Sworn to and subscribed before me, this 27 day of March A. D. 1905

Andrew Allen
Notary Public for St of Fla.

NAME OF OFFICE.	NAME OF STATION.	State or Country in which born.	State or Territory from which appointed.
Laborer	St. Joseph Point Rangish. A	Florida.	Florida.

This Oath should be taken before a Justice of the Peace, Notary Public, a Judge, a Clerk of a Court, or any other officer having authority to administer oaths, but never before a Collector of Customs, as he has no power to administer oaths in such cases. *The oath should be taken on or after the date of the appointment.*

OFFICE OF THE CHIEF CLERK
FORWARDED
APR 20 1905
TO APPOINTMENTS
DEPT OF COMMERCE AND LABOR

CARDED.

DIVISION OF APPOINTMENTS
RECEIVED
APR 20 1905
FILE ROOM
DEPT OF COMMERCE AND LABOR

KEYED.

PERSONAL INFORMATION SHEET

NOTE.—This sheet is to be used only in cases of persons transferred to the Department of Commerce and Labor, by operation of law, July 1, 1903.

Department of Commerce and Labor

OFFICE OF THE SECRETARY

Washington

May 15, 1904.

To the Heads of Bureaus of the Department of Commerce and Labor:

For the purpose of enabling the Department to obtain a complete record of its officers and employees, you are hereby requested to furnish the information called for in Part II of this form, relative to each appointee or employee, now in the service, who was serving in your Bureau June 30, 1903, and was transferred to the Department of Commerce and Labor July 1, 1903, pursuant to the acts of Congress approved February 14, 1903, and March 3, 1903, and to have every such person answer each of the questions in Part I of this form and sign the same. Officers in charge, subordinate to heads of Bureaus, are expected to review this sheet, after it has been executed, to see that all questions have been answered, and, after doing so, to forward it immediately to the head of the Bureau for transmission to the Department.

Geo. B. Cortelyou

CARDED *Secretary.*

PART I.

(Blanks in Part I are to be filled by the appointee or employee; but if he is unable to write legibly, another person may write the answers at his dictation. In either case, the statement is to be signed by the appointee or employee. If he is unable to write, he may sign by mark in the presence of one witness. If he is unable to answer any question, he should indicate that fact.)

1. What is your full name? (Do not use initials, but spell out each name and state whether Mr., Miss, or Mrs. Example: Mr. John Richard Doe.)

Mrs. Minnie Idelle Lupton

2. How do you write your name on the pay roll? Minnie I. Lupton

3. What is your present legal (voting) residence? (Give city or town, State or Territory, county, and Congressional district.)

Pensacola (City or town.) Fla now Florida (State or Territory.) Escambia (County.) 3rd 3rd, (Congressional district.) → Bl Bk 1903

4. What is your race? (Answer "white," "colored," or "Mongolian.") White

5. Where were you born? Pensacola Fla

6. When were you born? April (Month.) 17. (Day.) 1874 (Year.)

7. Are you pensioned by the United States Government? (Answer "Yes" or "No.") no

11—1433

8. Are there any members of your family, besides yourself, in the civil service of the United States Government? (If so, give below their names, relationship, the Departments and Bureaus or Services in which they are employed, and the positions they occupy.)

Name.	Relationship.	Department.	Bureau or Service.	Position.
Charles Lupton	Husband	~~L. H.~~ Commerce & Labor	L. H. Service	L. H. Keeper.

9. How long were you in the civil service of the United States Government prior to July 1, 1903?

35 days.

10. If you were appointed through a civil service examination, state, as near as you recollect, the name and date of the examination. If not so appointed, state how you entered the service. (Examples: "Appointed before position was classified;" or, "By reinstatement;" or, "By transfer from ————," stating Department, Bureau or Service, position, and salary, if known.)

filled out civil service blanks. was appointed. May 26 1903

11. Have you any physical disabilities? (If so, describe briefly. If you have defective eyesight, state whether corrected by glasses.)

have none

12. Were you in the military or naval service of the United States during the Civil or Spanish-American wars? (If so, give the information called for by the blanks below.)

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
	no		

13. If you served in the military or naval service of the United States at any time, other than during the Civil and Spanish-American wars, indicate such service in the spaces below.

Regiment and company, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
	no		

14. What was your occupation prior to entering the United States civil service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service for the Government indicated in your answers to questions 9, 12, and 13.)

none

15. What education have you received? (Indicate the grades of schools you have attended, and, in case you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: "Public school; high school; business college; Cornell University, A. B., 1900; Columbia University, LL. B., 1903.")

ordinary education received in private schools.

16. What special qualifications have you—professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil Engineer," or "Draftsman," or "Carpenter.")

none

17. What, if any, civil service examinations have you passed? (State name and date of each, as near as you recollect.)

filled out civil service blank

18. Were the answers to the foregoing questions written by you? (If not, state the name and address of the person who wrote them for you.)

yes

19. State the date upon which the above blanks were filled. June 7, 1904

Witness:

(Signature) Minnie S Lupton

In case signature is by mark.

P. O. Address: Farmdale. (City or town.)

(Number and street.)

Florida. (State or Territory.)

Reviewed, approved, and forwarded AUG 12 1904, 190

(Signature) John A. H. Nickels Comdr, U.S.N.

(Official title) Inspector 7th L.H. District.

PART II.

(Blanks in Part II are to be filled by the executive officers of the various Bureaus of the Department, or, at their direction, by some official who can give the information desired. If unable to answer any question, indicate that fact.)

1. State the Bureau or Service, place, and district in which the person who answered the above questions was employed July 1, 1903.

LIGHT HOUSE (Bureau or Service.) St. Joseph Point Range Light Station (Place (city, town, or station).) 7th (District.)

2. What position did he hold July 1, 1903? Laborer

3. On what date was he appointed to this position? May 27, 1903 e.o.d.

4. How long had he served in the Bureau or Service in which he was employed July 1, 1903?

1 5/30 month.

5. What was his salary July 1, 1903? $180 per annum.

6. From what appropriation was he paid July 1, 1903? SALARIES of KEEPERS of LIGHT HOUSES.

7. Was the position he held July 1, 1903, excepted, competitive, or unclassified under the civil service rules?

Unclassified Excepted - a-1-6

11—1433

8. If the position was classified, state the date of classification. Unclassified May 6/16

9. If the appointee or employee was appointed through examination, state the kind of examination. If not so appointed, state how he entered the position. (Examples: "Appointed before position was classified;" or, "By reinstatement;" or, "By transfer from ——— ———," stating Department, Bureau or Service, position, and salary, if known.)

Employment authority by Department, Treasury, Mar. 17, 1903, A-1-6

10. Is the appointee or employee required to give bond? No.

(Signature) John A. H. Nicholson Comdr, U.S.R.

(Official title) Inspector 7th L. H. District.

Date: AUG 12 1904, 190

11—1433

Department of Commerce and Labor

LIGHT HOUSE BOARD
JUN 8 1909
NO.

EFFICIENCY REPORT

(Read the instructions on the reverse side of this Form before attempting to fill it out.)

1. Bureau Light-House - 7th Dist., 2. Where employed St.Joseph Point Rg.L.S., Fla.
3. Name Lupton, Minnie I., Mrs., 4. Where born Florida.
5. Age 35 yrs. 6. Position Laborer.
7. Compensation $250. pa. 8. When appointed (*a*) Entered on duty May 27, 1903. May 11, 1903.
9. How appointed (*b*) Without Examination.- Section 3, Rule II, Revised Civil-Service Rules, Schedule A, Subdivision 1, Section 6.
10. Appointed from — State Florida. Congressional District 3rd. County Calhoun.
11. Status under Civil Service Rules (*c*) Unclassified.
12. Is the employee an honorably discharged soldier or sailor? No.
13. Other Government service None.
14. Duties (describe fully) (Wife of Keeper.) Assists Keeper in his duties at station, tending lights and keeping station in order.
15. Efficiency — Quantity of work (*d*) 0.8; Quality of work (*e*) Good.; Interest manifested in work (*f*) Yes; good interest manifested.
16. Is this employee fully earning the salary he is now receiving? Yes.
17. Remarks (*g*) Nothing not brought out by above questions.

O.R.

RECEIVED

CAPTAIN, U. S. N.
NAVAL SECRETARY

Head of Bureau or Office.

JUN 5 - 1909, 19

11—3005

READ THE INSTRUCTIONS ON PAGE 3

Department of Commerce and Labor

L-J.

EFFICIENCY REPORT

New Orleans, La.
May 12, 1911.

(The parenthetical letters refer to instructions on page 3, which instructions should be read and understood before attempting to fill out the form.)

1. Name Mrs. Minnie I. Lupton. 2. Age 37. (Last birthday.)

3. Bureau of Lighthouses. 4. Position Laborer.

5. Compensation $250 p.a. 6. Where employed St.Joseph Point Range Lt.Sta., Fla.

7. When appointed (a) May 11,1903. 8. How appointed (b) Without examination.

9. Status under Civil Service Rules (c) Classified excepted.

10. Is the employee an honorably discharged soldier or sailor? No.

11. Does the employee receive a pension? No. If so, state the amount

12. Other Government service None.

13. Duties (describe fully) Assists in the exhibition of 3rd-order light and lens lantern light, and in care of dwelling and Government property.

14. Has the employee special qualifications? No. If so, state them

15. Efficiency (d):

	Averages.	Relative weights.	Products of averages multiplied by weights.
Quantity of work	85	2	170
Quality of work	85	3	255
Interest manifested in work (see also Question 17)	85	3	255
Attendance		2	
Total		8~~10~~	680
Average percentage			85

DIVISION OF APPOINTMENTS RECEIVED JUN 13 1911 DEPT. OF COMMERCE AND LABOR

11—4259

16. In the following form state the number of days of annual leave, sick leave, and leave without pay taken in each of the years 1908, 1909, and 1910:

1908.			1909.			1910.		
Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.	Annual.	Sick.	Without pay.

17. Is this employee a purely routine employee, or does he manifest interest, not only in his own work but also in the work of the office or bureau as a whole, to the extent of overtime work or voluntary efforts by suggestion or otherwise to add to its efficiency? (Answer fully.) Routine employee.

18. On the basis of efficiency alone, is this employee overpaid or underpaid as compared with others in your office engaged on the same grade of work, or is his salary a fair equivalent for the service rendered? (Answer fully.) Fair salary. If the present salary is above or below a fair equivalent, state what, in your opinion, it should be.

19. Is this employee superannuated? No. If so, what percentage of salary is unearned?

20. Remarks: (*e*)

The official who is primarily responsible for the statements herein submitted will sign here—

Conrad Thompson
Asst. Supt.

The official who approves the statements thus submitted will sign here—

J. M. Wheat
Inspector.

G. B. Putnam
Chief of Bureau or Office.

T. S. C.

(CROSS REFERENCE)

Mrs Minnie d Lupton.

January 25, 1916.

****

3. At a previous inspection of St. Joseph Point Range Light Station, the conditions found were not all that could be desired and it was decided to defer recommendation as to increase in salary of the Keeper and Laborer until after the next inspection was made.

(Excerpt of letter in file of George H. Caraway, Lighthouses.)

USE TYPEWRITER—SEE INSTRUCTIONS ON BACK.

UNITED STATES
BUREAU OF EFFICIENCY.
FORM 8.

DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS.
8—4789-2

MAKE NO ENTRIES IN THIS COLUMN.

LIGHTHOUSES DEC 26 1916

RECORD OF CIVIL EMPLOYEE.

JULY 1, 1916.

1. Name: (Surname first. Given name in full. For women write Miss or Mrs. before given name.)

Lupton, Mrs. Minnie I.

2. Department:

Commerce

3. Bureau, office, or service:

Lighthouse

4. Designation of position:

Laborer

5. Occupation (if not clearly shown by answer to question 4):

Assisting in care of light and govt. property

6. Annual earnings:

$250

7. Kind of appropriation:

LS

8. Present rate of pay:

$ AS

9. Initial rate of pay:

$ 180 PA

10. Total length of service (give the total of ALL U. S. GOVT. SERVICE with the exceptions stated on the back of this card)—

Substitute— Years:	Substitute— Months:	Regular— Years:	Regular— Months:
		13	2

11. State, Territory, or foreign country of birth (do not give town):

Florida

12. Race:

W

13. Sex:

F

14. Date of birth—

Month: April

Year: 1874

15. Kinds of schools attended, years attended, and degrees taken:

E6

16. Marital condition:

M

17. War veteran?

No

18. Appointed from—

Congressional district and State: 3 Fla.

County: Calhoun

19. Civil service status:

C

20. Method by which classified status was obtained:

BEO

21. Place of employment—

City: Port St. Joe

State: Fla.

DO NOT FOLD THIS CARD.

11—5809

Cross reference.

August 4, 1918, The Department authorizes the transfer of All appointed employees in charge of lights, paid from the appropriation , Salaries, Keepers of Lighthouses and General Expenses to the registration system, effective September 1, 1918.

Seefile 1085.

WJB:LEO
Incl.

St. Joseph Point Range
L.S., Fla.- Laborer

March 9, 1926

Commissioner of Lighthouses:

1. Mrs. M. I. Lupton, Laborer at St. Joseph Point Range Light Station, Fla., left the station at the close of January 31, 1926, on account of illness.

2. As this position has since been discontinued, it is recommended that the attached letter, received from Mrs. Lupton under date of February 3, 1926, be accepted as her resignation effective at the close of January 31, 1926, because of the fact that she was an appointed laborer at $300.00 per annum.

E. S. LANPHIER

Superintendent of Lighthouses

RG-EK
Incl.

Bureau of Lighthouses, Washington, D.C.
March 13, 1926

Returned to Superintendent of Lighthouses, New Orleans, La., with statement that the Department records no longer carry this position as an appointed one, it apparently being considered as coming under the registration system. Accordingly no further action appear necessary.

H. B. BOWERMAN
HBB
Acting Commissioner of Lighthouses

(COPY-LEG)

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Eighth District
St.Joseph Point Light Station
Port Saint Joe, Fla., Feb.3rd, 1926

Superintendent of Lighthouses

New Orleans, La.

Dear Sir:

On account of my poor health, it seems that I will be obliged to give up my position as laborer at this station, and go where I can procure medical treatment.

Mr. Lupton, the keeper, states that he can arrange with some one to assist in the work at the same pay allowed me for the short time he expects to remain in the service.

Respectfully,

(Signed) M. I. Lupton
M. I. Lupton, Laborer

(Through the keeper)

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
AUG 14 1922
NEW ORLEANS.

EIGHTH DISTRICT

St. Joseph Point Rge
(Station, ~~Depot, or Vessel~~)

August 10, 1922

Superintendent of Lighthouses
New Orleans La.

Dear Sir.

Your Letter of August 3. 1922. authorizing me to place Mrs. M. J. Lupton on duty as Laborer Here has been complied with and She Mrs Lupton entered on duty August 7. 1922.

Respectfully

C. Lupton
Keeper

Thank You

Rec'd Corrected
Form 82

WJB:LEC

August 3, 1922

Charles Lupton, Keeper,
St. Joseph Point Range Light Station,
Port St. Joe, Florida

1. In reply to your letter of July 29th stating that Mrs. Lupton desires reinstatement to the position of laborer at your station, with pay at the rate of $300 per annum, you are authorized to place Mrs. Lupton on duty, advising this office the date of her entrance on duty.

E. S. LANPHIER
Superintendent of Lighthouses

Send contract

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE



EIGHTH DISTRICT

St. Joseph Point
(Station, ~~Depot, or Vessel~~)

July 29, 1922

Superintendent of Lighthouses
New Orleans La.

Dear Sir.

Refering to the position as Laborer here. both mrs Lupton and I would appreciate if you would have Her. mrs Lupton. reinstated to that position.

Respectfully
E. Lupton
Keeper

SUPERINTENDENT OF LIGHTHOUSES
AUG 2 1922
NEW ORLEANS.

DEPARTMENT OF COMMERCE

PERSONAL QUESTION SHEET

This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

PART I.

1. Name of employee.....

2. Position to which appointed Laborer

3. Bureau or Service Lighthouse, District Eighth

4. Place of duty St. Joseph Point Range Light Station, Fla.
(City, town, station, or vessel.)

5. Salary $300.00 per annum

6. Appropriation from which paid Salaries, Lighthouse Keepers

7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ———, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ———," stating Department, Bureau or Service, position, and salary, if known).

PART II.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name itself is merely a letter, so state.)
Mrs Minnie Idelle Lupton

2. How do you intend to write your name on the pay roll? (This should agree with signature to your oath of office.)
M. I. Lupton

3. What is your present legal residence? (Give State or Territory, county, city or town, and Congressional district.)
Florida (State or Territory.) Calhoun (County.) Post St. Joe (City or town.) 3rd (Congressional district.)

4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.

5. What is your race? (Answer "white," "colored," or "Mongolian.") White

11—0922

6. Where were you born? Pensacola Fla

7. When were you born? April (Month.) 17 (Day.) 1874 (Year.)

8. If foreign born, state when and where naturalization papers were taken out

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") Married

10. Give name and address of person whom you would like to have notified in case of accident.

(Name.) (Number and street.)

(City or town.) (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
Chas Lupton	Port St Joe Fla	Position Keeper Department or office L. House	husband	
		Position Department or office		
		Position Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") no If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.) no

13. Do you hold any State or municipal office? (Answer "yes" or "no.") no If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") If so, state in blank spaces below the information called for by the headings.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") yes If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
Light House		Laborer	30 p. m.	May 1903.	resigned

11—6922



17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") no If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service.	Relationship to you.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.

18. What was your occupation prior to entering the United States service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 13, 14, 15, and 16.)

19. What education have you received? (State the grades of schools you have attended, and, if you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: Public school; high school; business college; Cornell University, A. B., 1910; Columbia University, LL. B., 1913.)

attended prisat. schools. went through high School grades at Warrington Fla.

20. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil engineer," or "Translator," or "Interpreter," or "Stenographer," or "Draftsman," or "Carpenter.")

21. What, if any, civil-service examinations have you passed? (Give names and dates as near as you recollect.)

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") yes If not, state the name and address of the person who wrote them for you.

Date, July 29, 1922.

Witness (in case signature is by mark):

(Signature) Mrs Minnie Idelle Lupton

(Present address)

Post St. Fla. (Number and street.)

(City or town.) Florida (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded ....., 19.....

(Signature) .....

(Official title) .....

11—6922

WJB:LEC
Incl.

July 27, 1922

Charles Lupton, Keeper,
St. Joseph Point Range Light Station,
Port St. Joe, Florida

1. You are advised that the position of Laborer at your station, with pay at the rate of $300.00 per annum, has again been authorized.

2. Advise this office whether or not Mrs. M. E. Lupton, who resigned at the close of February 28, 1922, desires to be reinstated in this position. If not, advise the name and address of some other person whom you can employ.

3. There is inclosed a Personal Question sheet to be filled out by the party whom you select for the position, which should be forwarded to this office when completed.

E. S. LANPHIER
Superintendent of Lighthouses

WJB.

February 1st, 1922.

Mrs. Minnie I. Lupton, Laborer,
St. Joseph Point Light Station,
Port St. Joe, Florida.
(Through the Keeper)

1. Receipt is acknowledged of your letter of January 14th, 1922, tendering your resignation as Laborer at St. Joseph Point Light Station, Fla., effective March 1st, 1922, and the same has been accepted effective at the close of business on February 28th, 1922.

(Signed) E. S. Lanphier,

Superintendent of Lighthouses.

Copy for information of Chas. Lupton, Keeper, St.Joseph Point Light Station, Port St.Joe, Florida.

E. S. LANPHIER
Superintendent of Lighthouses.

Unassigned Laborer at K.S. Reduction Jan 27 1923

PORT SAINT JOE, FLA.

Jan.14th,1922.

SUPERINTENDENT OF LIGHTHOUSES
JAN 25 1922
NEW ORLEANS.

SUPERINTENDENT OF LIGHTHOUSES
FEB 1 1922
NEW ORLEANS.

Supt. Lighthouses, 8th Dist.,
New Orleans, La.,

Dear Sir:-

On account of ill-health, I desire to resign from position of Assistant keeper, St.Joseph Point lighthouse, effective March 1st,1922. I feel that I am unable to continue the duties of the position without injury to my health. Will you therefore, kindly arrange to relieve me on date mentioned above.

Thanking you for all courtesies extended to me in the past, I am,

Yours very truly,

Minnie L. Lupton.

Through the Keeper.

WJB.

January 25th,1922.

Mrs. M. I. Lupton, Light Attendant,
St. Joseph Point Light Station,
Port St. Joe, Florida.
(Through the Keeper)

1. Your letter of January 14th, 1922, tendering your resignation as Light Attendant at St. Joseph Point Light Station, Fla., effective March 1st, 1922, is returned herewith to be forwarded through the Keeper in accordance with the Regulations.

(Signed) E. S. Lanphier,

Superintendent of Lighthouses.

Copy for information of Chas.Lupton, Keeper, St.Joseph Point Light Station, Port St. Joe, Fla.

E. S. LANPHIER

Superintendent of Lighthouses.

C O P Y.

Port Saint Joe, Fla.
Jan. 14th, 1922.

Supt. of Lighthouses, 8th Dist.,
New Orleans, La.

Dear Sir:-

On account of ill-health, I desire to resign from position of Assistant Keeper, St.Joseph Point Lighthouse, effective March 1st, 1922. I feel that I am unable to continue the duties of the position without injury to my health. Will you therefore, kindly arrange to relieve me on date mentioned above.

Thanking you for all courtesies extended to me in the past, I am,

Yours very truly,

(Signed) Minnie I. Lupton.

JRB

September 16, 1918.

Mrs. Minnie I. Lupton, Laborer,
St. Joseph Point Range Light Station,
Port St. Joe, Fla.
(Through the Keeper.)

You are informed that under regulations approved by the Secretary of Commerce August 4, 1918, the Department authorized the transfer of all appointed laborers in charge of lights to the registration system. Under this ruling, the Department appointment now held by you as Laborer in Charge of above light will be regarded as terminating at the close of August 31, 1918, and, in lieu thereof, you are hereby given unregistered employment under the provisions of Schedule A, Subdivision 1, Section 6, of the Civil Service Rules, effective September 1, 1918. This change will not affect your present rate of pay.

(Signed) DORRY,
Superintendent of Lighthouses.

Copy furnished C.Lupton, Keeper, St. Joseph Point Range Light Station, Port St. Joe, Florida, for his information and the station files.

Superintendent of Lighthouses.