Retention and Classification Report

Agency: Judicial Council. Board of Juvenile Court Judges (1740)

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Records Officer: _____

06873	Board meeting minutes
25969	Publications

AGENCY: Judicial Council. Board of Juvenile Court Judges

SERIES: 6873 3
TITLE: Board meeting minutes
DATES: 1907-
ARRANGEMENT: Chronological
DESCRIPTION:

This is the record of the meetings of the Board of Juvenile Court Judges. This board is established under UCA 78-3a-10 and consists of all of the juvenile court judges. The board has the responsibility to establish general policies for the operation of the juvenile courts, set the rules for practice and procedure, prepare an annual report of the operations of the court, receive and expend funds, and contract with federal and other state agencies the care and placement of children. The different titles reflect organizational changes over the years. These files include the date, time, place, and participants of the meeting; the topics discussed, and any decisions reached. In archives custody are two bound volumes (1907-1941 and 1941-1944) as well as loose sheets in four manila envelopes (10/4/63 through 12/12/70, 1/8/71 through 12/11/75, 1/5/76 through 12/14/79, and 1980-1983.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

APPROVED: 03/1987

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after being microfilmed and then transfer to State Archives with authority to weed.

Microfilm master: Retain in Office permanently.

Microfiche master: Retain in State Archives permanently.

AGENCY: Judicial Council. Board of Juvenile Court Judges

SERIES: 6873
TITLE: Board meeting minutes

(continued)

APPRAISAL:

These records have administrative, and/or historical value(s).

As the policy setting body of the juvenile court, this record is of historical importance. Microfilming is recommended for security purposes as well as to provide both the research center and the court access to the record.

PRIMARY DESIGNATION:

Public

AGENCY: Judicial Council. Board of Juvenile Court Judges

SERIES: 25969 3
TITLE: Publications
DATES: 1966-
ARRANGEMENT: Chronological by date.
DESCRIPTION:

Any record, regardless of format, that is issued by a governmental entity for public distribution at the total or partial expense of that governmental entity. See Utah Code Section 9-7-101 8(a)(b) (2010) and 9-7-208 (2006)

RETENTION:

Permanent. Retain until administrative need ends

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Publications, GRS-1678.

AUTHORIZED: 10-30-2018

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have historical value(s).

These records serve to document the history of the agency and to inform the public of the agency's services and programs.

AGENCY: Judicial Council. Board of Juvenile Court Judges

SERIES: 25969
TITLE: Publications

(continued)

PRIMARY DESIGNATION:

Public