Retention and Classification Report

Agency: Children's Hospital for Crippling Diseases (194)

(obsolete)
, UT

Records Officer

25425	*	Board of Trustees minutes
01100	*	Correspondence
10813		Instructional media system development guidelines

AGENCY: Children's Hospital for Crippling Diseases

SERIES: 25425 3
TITLE: Board of Trustees minutes
DATES: 1945-1951.
ARRANGEMENT: Chronological
TOTAL VOLUME: 0.10 cubic feet.
DESCRIPTION:

This series documents the beginning years of the Children's Crippling Disease Hospital. It contains a single minute book for the Board of Trustees of the hospital. Included in the book is a copy of the legislative bill creating the hospital, the by-laws of the Board, a list of Board members, and Board minutes from its first meeting on 28 June 1945 through the monthly meeting held on 25 January 1951.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule SG 1, Item 51.

AUTHORIZED: 05/25/2004

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

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

APPRAISAL:

Historical

AGENCY: Children's Hospital for Crippling Diseases

SERIES: 1100 3
TITLE: Correspondence
DATES: 1950-1951.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Correspondence documents the administration or management of the Children's Hospital, office organization, it's policies, procedures and achievements.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule SG 1, Item 9.

AUTHORIZED: 07/15/2013

FORMAT MANAGEMENT:

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APPRAISAL:

Administrative Historical
Disposition based on the value of these records in documenting agency/program achievements, policies, procedures, and function.

AGENCY: Children's Hospital for Crippling Diseases

SERIES: 1100
TITLE: Correspondence

(continued)

PRIMARY CLASSIFICATION:
Public

AGENCY: Children's Hospital for Crippling Diseases

SERIES: 10813 3
TITLE: Instructional media system development guidelines
DATES: 1971-
ARRANGEMENT: chronological
TOTAL VOLUME:
DESCRIPTION:

Holdings: 1971-85

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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