

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 Open meeting minutes & public materials, GRS-1709.

AUTHORIZED: 07-01-2014

FORMAT MANAGEMENT:

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

APPRAISAL:

These records have historical value(s).
This series documents the beginnings of the Children's Crippling Disease Hospital.

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 10/2017.

AGENCY: Children's Hospital for Crippling Diseases

SERIES: 1100

1

TITLE: Correspondence

DATES: 1950-1951.

ARRANGEMENT: Alphanumerical.

DESCRIPTION:

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

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

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

APPRAISAL:

These records have administrative, and/or historical value(s).
Disposition based on the value of these records in documenting agency/program achievements, policies, procedures, and function.

PRIMARY DESIGNATION:

Public

AGENCY: Children's Hospital for Crippling Diseases

SERIES: 10813

3

TITLE: Instructional media system development guidelines

DATES: 1945-1951.

ARRANGEMENT: Chronological.

DESCRIPTION:

These are instructional media system development guidelines.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office until administrative need ends and then destroy.

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 11/2015.