Retention and Classification Report

Agency: Armory Board (2420)

12953 Minuteman Drive
Draper, UT 84020
801-432-4400

Records Officer Carrie Hyde

10355 *Minutes

AGENCY: Armory Board

SERIES: 10355 3
TITLE: Minutes
DATES: 1905-1920; 1967.
ARRANGEMENT: Chronological by date.

DESCRIPTION:

Records may include agenda, recordings, recordings and minutes of closed portions of meetings, and other supporting documentation.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: 05/07/2009

FORMAT MANAGEMENT:

Paper: Retain in State Archives until microfilmed and then destroy provided microfilm has passed inspection.

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

Microfilm duplicate: 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:

Administrative Historical Legal

These records have evidentiary value and serve as a history of board and committee actions. They contain minutes of open committee and board meetings as required by UCA 52-4-7. (2005) Records may also include agenda, recordings, recordings and minutes of closed portions of meetings, and other supporting documentation.

AGENCY: Armory Board

SERIES: 10355
TITLE: Minutes

(continued)

PRIMARY DESIGNATION:
Public