

Retention and Classification Report



Agency: Armory Board (2420)

, UT

Records Officer:
Analyst:

10355 Minutes

AGENCY: Armory Board

SERIES: 10355

3

TITLE: Minutes

DATES: 1905-1920; 1967

ARRANGEMENT: chronological

DESCRIPTION:

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

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 10/01/2001.

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.

APPRAISAL:

Administrative Historical Legal

This disposition is based on Utah State General Records Retention Schedule, Schedule 1, Item 51.

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.

PRIMARY CLASSIFICATION:

Public