

# Retention and Classification Report

**Agency:** Tourist and Publicity Council (2866)

, UT

**Records Officer:**

22915 \*Minutes

**AGENCY:** Tourist and Publicity Council

**SERIES:** 22915

3

**TITLE:** Minutes

**DATES:** 1953-1964.

**ARRANGEMENT:** Chronological by date.

**DESCRIPTION:**

Minutes of open and closed committee and board meetings as required by UCA 52-4-7.5(2009), et seq. "Written minutes shall be kept of all open meetings" UCA 52-4-7 (2009). May include agenda, meeting minutes, transcripts, and other supporting documentation.

**STATE RECORDS COMMITTEE STATUS:**

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

**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.

Microfiche master: 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.

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(continued)

**PRIMARY CLASSIFICATION:**

Public