

Retention and Classification Report

Agency: Glenwood (Utah) (424)
175 East 300 North
P.O. Box 300478
Glenwood, UT 84730-0478
435 896-0260

Records Officer: Lynette Warner

09567 *Cemetery burial listing
09566 Council minutes

AGENCY: Glenwood (Utah)

SERIES: 9567

3

TITLE: Cemetery burial listing

DATES: 1960.

ARRANGEMENT: Geographical by row, thereunder numerical by plot number.

DESCRIPTION:

These records consist of a listing of all burials in the Glenwood cemetery taken from grave markers in approximately 1960. The individual entries include a grave location, the name of the individual buried, and their birth and death years, where available. Occasional entries will include parents' names. The listing is preceded by a legal description of the land covered by the cemetery.

RETENTION:

Retain Permanent

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 14, Item 43.

AUTHORIZED: 09/11/2015

FORMAT MANAGEMENT:

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

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

APPRAISAL:

Historical

These records are valuable for the documentation they provide in regards to burials in the Glenwood cemetery.

AGENCY: Glenwood (Utah)

SERIES: 9567

TITLE: Cemetery burial listing

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Glenwood (Utah)

SERIES: 9566

3

TITLE: Council minutes

DATES: 1954-

ARRANGEMENT: Chronological

DESCRIPTION:

These are the official record of the proceedings of regularly scheduled, special and emergency council meetings. Includes date, time, and place of meeting, name of members in attendance and those absent, a record of subjects discussed, statements of intent, and a record of action taken.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule SG 1, Item 59.

AUTHORIZED: 05/06/1991

FORMAT MANAGEMENT:

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APPRAISAL:

PRIMARY DESIGNATION:

Public