

# Retention and Classification Report

**Agency:** Mormon Battalion Monument Commission (624)

, UT

## Records Officer

01155 \*Administrative records  
01141 \*Correspondence  
25155 \*Daughters of the Mormon Battalion records  
10891 \*Design competition artwork  
19998 \*Monument blueprints  
01159 \*Receipt books  
25156 \*Scrapbook and Newspaper Clippings

**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 1155

3

**TITLE:** Administrative records

**DATES:** 1909-1932.

**ARRANGEMENT:** Alphabetical by subject, thereunder chronological by date.

**DESCRIPTION:**

The Mormon Battalion Monument Commission was established in 1915 with the express purpose of coordinating the effort to memorialize Utah's Mormon Battalion which had served as a source of pride for many in the state. This series contains correspondence, commission minutes, donation information, reports, programs, publications and speeches all related to the planning, financing and construction. Documents in this series provide evidence that the commission carefully planned all phases of the monument construction and that many people were willing to donate money to ensure that the monument was completed. Some of the documents also provide a history of members of the Mormon Battalion via brief biographical sketches sent to the commission from Battalion member's descendants.

**RETENTION:**

Retain retain permanently

**DISPOSITION:**

Retain in agency custody.

**STATE RECORDS COMMITTEE STATUS:**

This retention has not been approved by the State Records Committee.

**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.

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

Microfilm duplicate: Retain in State Archives permanently with

**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 1155

**TITLE:** Administrative records

(continued)

authority to weed.

Microfilm duplicate: Retain in Archives permanently.

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

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

**APPRAISAL:**

Historical

This series is of historical value mainly because of its published and informal histories of the Mormon Battalion.

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 1141

4

**TITLE:** Correspondence

**DATES:** 1915-1947.

**ARRANGEMENT:** Alphabetical by subject, thereunder chronological by date.

**DESCRIPTION:**

This series contains the correspondence of the Commission responsible for the organization and construction of the Mormon Battalion Monument on Utah's Capital Hill. Correspondence deal primarily with in-state and out-of-state donations, agreements between the Commission and the architects of the monument (Frank Chase Walker and James R.M. Morison with Gilbert P. Riswold serving as sculptor), and efforts made by the Commission to advertise and invite individuals to ceremonies related to the monument, including a 1925 cornerstone laying as well as the official 1927 dedication ceremony . This series also contains a collection of student essays from across the state conveying the historical importance of the Mormon Battalion.

**RETENTION:**

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**DISPOSITION:**

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**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 1141

**TITLE:** Correspondence

(continued)

**APPRAISAL:**

Historical

Disposition is based on the historical significance of the Mormon Battalion and the monument built in their honor in Utah history.

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 25155

3

**TITLE:** Daughters of the Mormon Battalion records

**DATES:** 1905-1930.

**ARRANGEMENT:** Alphabetical by subject, thereunder chronological by date.

**DESCRIPTION:**

The Daughters of the Mormon Battalion was formed as an offshoot of the larger, Daughters of the Utah Pioneers organization. Their purpose was to facilitate in whatever way they could in preserving the memory of Utah's Mormon Battalion. In the early part of the 20th century this stated purpose took the form of assisting the state government in planning a monument to the Battalion on Utah's Capital Hill. This series contains correspondence, financial records and ledgers belonging to the Daughters of the Mormon Battalion. Documents in this series provide insight into the groups formation, their organization and the pivotal role they played in pushing for the creation of the Mormon Battalion Monument Commission. Their efforts were rewarded in 1927 with the completion of a monument honoring the Mormon Battalion.

**RETENTION:**

Retain Retain permanently

**DISPOSITION:**

Retain in agency custody.

**STATE RECORDS COMMITTEE STATUS:**

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**FORMAT MANAGEMENT:**

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**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 25155

**TITLE:** Daughters of the Mormon Battalion records

(continued)

**APPRAISAL:**

Historical

Appraisal is based on the historical significance of both the Mormon Battalion and the monument honoring them in Utah history.

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 10891

3

**TITLE:** Design competition artwork

**DATES:** 1921.

**ARRANGEMENT:** None.

**DESCRIPTION:**

In 1921 the Mormon Battalion Monument Commission held a nationwide competition to select a design for a monument honoring the Mormon Battalion. This 24 x 30 inch water color painting appears to be the proposed design submitted by Gilbert P. Riswold, the winning artist. Included with the piece of art is a negative from a photo of the painting made in 2003 at a patrons request.

**RETENTION:**

Retain Retain permanently

**DISPOSITION:**

Retain in agency custody.

**STATE RECORDS COMMITTEE STATUS:**

This retention has not been approved by the State Records Committee.

**FORMAT MANAGEMENT:**

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

Photo negatives: Retain in State Archives permanently with authority to weed.

**APPRAISAL:**

Historical

This series includes the first rough idea of what the Mormon Battalion Monument would look like. This basic design from a 1921 contest became the model for the monument.



**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 10891

**TITLE:** Design competition artwork

(continued)

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 19998

3

**TITLE:** Monument blueprints

**DATES:** 1922.

**ARRANGEMENT:** Numerical by sheet number.

**DESCRIPTION:**

The Mormon Battalion Monument Commission was established in 1915 with the expressed purpose of organizing an effort to memorialize the 500 members of Utah's Mormon Battalion through the construction of a monument on Utah's capital hill. This series contains nine original blueprints which show various elevations for the construction of the monument. The blueprints were created by the architects, Riswold, Morison, and Walker of Chicago with Gilbert P. Riswold serving as sculptor. Construction of the monument began with a cornerstone laying ceremony in 1925 and ended with the monuments official dedication two years later in 1927.

**RETENTION:**

Retain permanently

**DISPOSITION:**

Retain in agency custody.

**STATE RECORDS COMMITTEE STATUS:**

This retention has not been approved by the State Records Committee.

**FORMAT MANAGEMENT:**

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Architectural drawings: Retain in Archives permanently.

**APPRAISAL:**

Historical

This disposition is based on the significance of this sculpture to Utah history.

**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 19998

**TITLE:** Monument blueprints

(continued)

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 1159

3

**TITLE:** Receipt books

**DATES:** 1920.

**ARRANGEMENT:** None

**DESCRIPTION:**

Agency copy of receipts given to customers who pay the agency for services rendered.

**RETENTION:**

Retain 3 years

**DISPOSITION:**

Destroy.

**STATE RECORDS COMMITTEE STATUS:**

This retention was approved by the State Records Committee on 07/01/1990.

**FORMAT MANAGEMENT:**

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Paper: Retain in Archives for 3 years and then destroy.

**APPRAISAL:**

Administrative Fiscal This disposition is based on Utah State General Records Retention Schedule, Schedule 7, Item 13.

Limited information of little historical or research value.

**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 1159

**TITLE:** Receipt books

(continued)

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 25156

3

**TITLE:** Scrapbook and Newspaper Clippings

**DATES:** 1855-1927.

**ARRANGEMENT:** Alphabetical by subject, thereunder chronological by date.

**DESCRIPTION:**

This series contains individual newspaper clippings related to both the history of the Mormon Battalion and the efforts of various groups to memorialize them in the form of the Mormon Battalion Monument constructed on Utah's Capital Hill as well as a bound scrapbook compiled by Julia Farnsworth of the Daughters of the Mormon Battalion. This scrapbook provides a unique and extremely useful chronological record of efforts made to ensure the construction of the monument, as well as historical reviews of the Mormon Battalion and statements of its importance.

**RETENTION:**

Retain Retain paper for 6 months after microfilming and then destroy provided microfilm has passed inspection.

**DISPOSITION:**

Transfer to the State Archives with authority to weed.

**STATE RECORDS COMMITTEE STATUS:**

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**AGENCY:** Mormon Battalion Monument Commission

**SERIES:** 25156

**TITLE:** Scrapbook and Newspaper Clippings

(continued)

**APPRAISAL:**

Historical

This series is historically significant due mainly to the presence of the scrapbook which documents an important piece of Utah history via newspaper reports.

**PRIMARY CLASSIFICATION:**

Public