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.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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 authority to weed.

Microfilm duplicate: Retain in Archives permanently.

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

AGENCY: Mormon Battalion Monument Commission

SERIES: 1155
TITLE: Administrative records

(continued)

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 DESIGNATION:
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:

Retain retain permanently

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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 authority to weed.

APPRAISAL:

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

AGENCY: Mormon Battalion Monument Commission

SERIES: 1141
TITLE: Correspondence

(continued)

PRIMARY DESIGNATION:
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.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Archives permanently.

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

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

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 DESIGNATION:
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.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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 DESIGNATION:
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.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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 DESIGNATION:
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.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule SG 7, Item 13.

AUTHORIZED: 07/31/2003

FORMAT MANAGEMENT:

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

APPRAISAL:

Administrative Fiscal
Limited information of little historical or research value.

PRIMARY DESIGNATION:

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.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Archives for 6 months after being 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:

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

AGENCY: Mormon Battalion Monument Commission

SERIES: 25156
TITLE: Scrapbook and Newspaper Clippings

(continued)

PRIMARY DESIGNATION:
Public