

## Retention and Classification Report

**Agency:** Utah Symphony Board of Directors (1792)

, UT

**Records Officer:** \_\_\_\_\_

23868	*Correspondence
23867	*Minutes

**AGENCY:** Department of Community Affairs. Division of Fine Arts. Utah Symphony Board

**SERIES:** 23868

3

**TITLE:** Correspondence

**DATES:** 1948-1951.

**ARRANGEMENT:** Chronological in reverse order

**DESCRIPTION:**

This series contains letters and memoranda concerning the operations of the Utah Symphony Orchestra Board. The bulk of it pertains to resignations and appointments of Board members.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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

**APPRAISAL:**

These records have historical value(s).

Program and policy correspondence provides evidence of agency history, decisions, and functions. These records have ongoing research value.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Department of Community Affairs. Division of Fine Arts. Utah Symphony Board

**SERIES:** 23867

3

**TITLE:** Minutes

**DATES:** 1940-1953.

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

This series contains meeting minutes and bylaws from the Utah State Symphony Orchestra Association Board and its various sub-committees. The minutes include discussion about musician salaries, guest artists, music selection, corporate support, and various budgetary items.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**AUTHORIZED:** 10-28-2020

**FORMAT MANAGEMENT:**

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

**APPRAISAL:**

These records have administrative, historical, and/or legal value(s).  
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 DESIGNATION:**

Public