

Retention and Classification Report

Agency: Iron County (Utah). Enoch School District (3099)

2077 West Royal Hunte Drive
Cedar City, UT 84720
(435)586-2804

Records Officer: _____

23651 *Trustee minutes and accounting book

AGENCY: Iron County (Utah). Enoch School District

SERIES: 23651

3

TITLE: Trustee minutes and accounting book

DATES: 1874-1912.

ARRANGEMENT: Chronological

TOTAL VOLUME: 0.10 cubic feet.

DESCRIPTION:

These are minutes of regular and special meetings of the Board of Trustees. They are used to document the actions and decisions of the Board. School board minutes record the adoption of annual budgets; the approval of expenditures; discussions of district policies. These minute books include the time and place of meeting, board members absent and present, summary of proceedings and decisions made by the board. This book also includes an accounting record of all expenditures of the district. The district was initially called Johnson Springs but the name was changed to Enoch in the 1880s.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Open meeting minutes & supplementary materials, GRS-1709.

AUTHORIZED: 10-28-2020

FORMAT MANAGEMENT:

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Records Center permanently.

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in State Records Center permanently.

APPRAISAL:

These records have historical value(s).

This disposition is based solely on the record's secondary research value. This book appears to be the oldest school administrative record in Iron County. It is the only record for the Enoch School District prior to the consolidation of the school districts in 1915.

AGENCY: Iron County (Utah). Enoch School District

SERIES: 23651

TITLE: Trustee minutes and accounting book

(continued)

PRIMARY DESIGNATION:

Public