



Donovan Richards  
Queens Borough President

## Community Board No. 2

43-22 50th Street, 2nd Floor  
Woodside, New York 11377

(718) 533-8773

Fax (718) 533-8777

Email [qn02@cb.nyc.gov](mailto:qn02@cb.nyc.gov)

[www.nyc.gov/queenscb2](http://www.nyc.gov/queenscb2)

Lisa Deller  
Chairperson  
Debra Markell Kleinert  
District Manager

March 22, 2021

To: CB2 Tech Committee Members

From: Anatole Ashraf, Chairperson  
Tech Committee

Re: NOTICE of TUESDAY MARCH 23, 2021 TECH COMMITTEE MEETING

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The next meeting of CB2s Tech Committee is scheduled for:

**\*\* DATE: TUESDAY MARCH 23, 2021**

**\*\*\* TIME: 5:00 P.M.**

**LOCATION: Teleconference ZOOM**

<https://zoom.us/j/94888376097?pwd=QXJudzJXU01IZ3Y3Qnk2cTBpZDRHdz09>

**Audio Conference: 646 558 8656**

**Meeting ID: 948 8837 6097**

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### AGENDA

#### **General Topics:**

#### **Old business:**

1. Google Calendar next steps - *15 minutes*
2. Zoom capabilities/best practices
  - Housekeeping rules at the start of the meeting? - *5 minutes*
3. Digital transformation
  - Newsletter - How do we digitize? - *30 minutes*
  - Roadmap/action plan for next 6 months - Short term (incremental achievable) goals & long-term | internal & external - *15 minutes*
4. Distributing direct Zoom link to meetings on Facebook and Twitter? - *5 minutes*
5. External outreach:
  - Outreach: LinkNYC for community board announcements

## **New business**

March 23, 2021 Tech Agenda

CC:       Honorable Alexandria Ocasio Cortez, US Congress  
          Honorable Carolyn B. Maloney, US Congress  
          Honorable Grace Meng, US Congress  
          Honorable Michael Gianaris, NY State Senate  
          Honorable Brian Bamwell, NYS Assembly  
          Honorable Catherine T. Nolan, NYS Assembly  
          Honorable Robert Holden, NYC Council Member  
          Honorable Jimmy Van Bramer NYC Council Member  
          Honorable Daniel Dromm, NYC Council Member  
          Honorable Donovan Richards, Queens Borough President  
          Joe Norcenino, Queens Borough President