

**Archives, Reference and Research Advisory Board**  
**Archival Review Board**  
**January 13, 2026**  
**Joint Meeting Minutes**

**Archives Reference and Research Advisory Board**  
**January 13, 2026**

Present:

ARB Members: In-person—Pauline Toole.

ARRAB Members: In-person—Pamela Cruz  
Via Remote—Marco Carrion, Chaya Sara Herman, Eric K. Washington, Sarah Gonzalez, Brian Carlin

DORIS Staff: Pauline Toole, Kenneth Cobb, Lauren Gilbert.

- Review and Approval of Meeting Minutes

Marco Carrion announced there was not a quorum but said the meeting could still proceed. He called the meeting to order at 4:08 p.m.

ARRAB Chair Report- Marco Carrion

Marco Carrion acknowledged there was a new Mayor and City Council Speaker providing the Board with the opportunity to make progress. He said he looked forward to passage of the Board merger legislation by the City Council.

ARRAB Chair Carrion welcomed new member Chaya Sara Herman. Ms. Herman said she was an independent genealogist and served on the Executive Council of the Jewish Genealogical Society. She is also associated with the Museum of Jewish Heritage.

ARB Chair Report – Pauline Toole

Commissioner Toole asked all members attending to introduce themselves.

She continued by announcing that the Archives just concluded transfer of 32 Terabytes of Mayor Bill de Blasio administration electronic records. DORIS worked closely with the Counsel to the Mayor in the Adams administration to revise and apply the new retention schedule for records of the Office of the Mayor. The transfer process required completion of disposal applications; this work will take place over the next six months.

Chair Board Carrion noted that the draft ARB/ARRAB annual report had been circulated to all members and asked that any edits and comments should be returned to Commissioner Toole by close of business, Friday, January 16.

Archives Report- Sylvia Kollar (written remarks read into the Minutes by Kenneth Cobb):

Archives staff have digitized a total of 10.3 million images with 3 million more to go. During the last six months, staff digitized 58,484 Bronx Marriage Licenses filed from 1932 to 1937. They have been added to the Historical Vital Records (HVR) site. In addition, they completed re-labeling the digital image files for death certificates filed in Brooklyn (3,592), Manhattan (4,143), and Queens (128).

The Municipal Archives is working with the National Archives (Netherlands), Amsterdam City Archives and the New York State Archives to transcribe the “Dutch” records using the Transcribus application.

The Commissioner, Municipal Archives Director Kollar, and project staff met with senior leadership at City Commission on Human Rights (CCHR) to discuss the grant-funded record processing project currently underway at the Archives. They provided an update and discussed opportunities to collaborate with promotional activities. The project is on track for completion by 30 March 2026; 50 cubic feet of records remain to be processed.

The Archives will welcome a new City Service Corp member, “Joel,” soon, and he will work on mediating Preservica datasets.

- Outreach Report – LaTonya C. Jones

Commissioner Toole read information supplied by LaTonya Jones, Director of External Affairs, who was unable to join the meeting:

**Public Programs.** Since the last quarterly meeting in October, the agency hosted or participated in 15 events, including public programs, tours, and community outreach activities, attracting approximately 1,500 visitors. Highlights included the Municipal Library book sale, Trivia Night featuring 12-time *Jeopardy* champion Austin Rogers, a live recording of *Person Place Thing* with Randy Cohen, as well as several Lunch and Learn sessions.

External Affairs is currently finalizing the Spring/Summer 2026 public program calendar, with events already slated into June 2026.

**Community Outreach and Engagement.** Three AmeriCorps Members began their service at DORIS in late October 2025. Their work supports volunteer management and recruitment, community outreach and engagement, and program development.

**Neighborhood Stories.** The team is developing an online platform to make the stories collected through the Neighborhood Stories project publicly accessible. Initial work includes uploading approximately 50 interviews, designing a public-facing webpage, and creating an ArcGIS map interface that visually connects stories to their neighborhoods. Significant administrative and editorial work is also underway, including confirming release forms, collecting participant preferences, editing audiovisual files, transcribing interviews, and generating metadata for each story.

**Educational Outreach.** The agency's WeTeachNYC.org page featuring educational materials developed from the Municipal Archives and Library collections is now live, thanks to collaboration with colleagues at NYC Public Schools. This platform will expand access to resources for educators across the city.

**Curriculum Aids.** The team is currently finalizing aids covering a range of themes, including New York City writers, disability rights in NYC schools, Central Park, housing and the unhoused, and Prohibition, among others.

The meeting was adjourned at 4:51 p.m.