

**Archives, Reference and Research Advisory Board**  
**July 26, 2023, 4 p.m.**  
**Minutes**

Present:

Board Members: In-person—Marco Carrion, Pamela Cruz; Via Remote—Lillian Jean Baptiste, Richard Moylan, Eric K. Washington, Sarah Gonzalez, Brian Carlin, Alison Cornyn.

DORIS Staff: Pauline Toole, LaTonya Jones, Kenneth Cobb.

1. Marco Carrion called the meeting to order at 4:05 p.m. He asked for a vote to approve the agenda and the minutes from the meeting on May 19, 2023. The agenda and minutes were approved.

2. Board Chair Carrion made opening remarks noting that it was good to see everyone. He acknowledged Eric K. Washington for all his work helping to achieve landmark status for the Colored School building in Chelsea.

3. Commissioner Toole's Report

-The Mayoral Committee reviewing Boards will be considering the proposal to merge the Archives Reference and Research Board with the Archival Review Board – the proposition that had been approved by both Boards.

-Video Report. Commissioner Toole acknowledged the help of Yani Aviles and Olivia Chan for their work on creating the “video” ARRAB report.

4. Screening of ARRAB Report

Although there were technical difficulties, the video report was screened for the members attending in-person. Later, the link was sent to ARRAB members who were not present.

5. Archives Report

Sylvia Kollar asked Kenneth Cobb to present the Archives report in her absence.

-Digital Preservation. The Archives is migrating digital collections into the Preservica tool and is on track to launch a new digital collections site by June 2024.

-New Staff. Caleb Simone: Digital Archivist. The Department will be bringing a City Service Corp Member on board to research a framework for diversity, equity and inclusion in collection descriptions. Vacant positions that will be filled as soon as possible include a P/T archivist and an IT project manager to coordinate digital platform development and implementation.

-Grant Projects. The Stacpoole Foundation awarded funding to complete digitization of the 1890 census. DORIS submitted an application to the National Endowment for the Humanities to gain intellectual control and develop a processing plan for the records of the legislative branch. The Archives will be submitting an application to the National Historical Publications and Records Commission to process records of the City Commission on Human Rights.

-Conservation. Conservation Unit head, Lindsey Hobbs, contacted the Metropolitan Museum of Art - Network Initiative for Conservation Science, to work together on evaluating the Brooklyn Bridge drawings.

## 6. External Affairs Report – LaTonya C. Jones

-Events. DORIS had held six events since the last meeting attended by 980 people. They included the Photoville Festival exhibit – “NYC Undercover: Post-War Sound and Vision from NYPD Surveillance & WNYC Radio” curated by archivist Chris Nicols and “Down the Barrel (of a Lens)” video exhibition at Brooklyn Army Terminal by the Department’s Artist-in-Residence, Kameron Neal.

-Upcoming exhibit. DORIS will be collaborating with the MTA Triborough Bridge and Tunnel Authority on an exhibit in October commemorating the Triborough Bridge.

-Staff. A new volunteer coordinator will join External affairs staff in September. There are two new staff members in the Communications unit who will be improving the agency website and digital platforms.

-Women's Activism. Approximately 750 stories are needed to achieve the goal of 10,000 stories of inspiring women for the permanent archive.

7. Other Matters.

Pamela Cruz mentioned that DORIS' former Artist-in-Residence, Julia Weist, had work on display at the Museum of Modern Art.

Board Chair asked for further comments or questions. None were voiced.

The meeting was adjourned at 4:40 p.m.