

Archives, Reference and Research Advisory Board

Meeting Minutes 6.11.2019

- I. Call to Order at 9:39 by Joan Millman
- II. Introductions
 - a. Present: Lillian Jean Baptiste (by phone), Kenneth Cobb, Pamela Cruz, Gregory Jost, Sylvia Kollar, Joan Millman, Richard Moylan, Rob Snyder, Pauline Toole, Peter Williams (by phone)
- III. Review/Adoption of Minutes: Approved and accepted.
- IV. Discussion of Annual Report

(Committee: Pamela Cruz, Kayhan Irani, Gregory Jost, Rob Snyder)

Discussion topics:

- Including social media updates in the annual reports, based on the fact that the ARRAB does not advise on social media. Suggestions to make notes in the report indicating support for social media and assistance in outreach efforts.
 - What does the agency require from the ARRAB? Help in drafting content, and/or sharing DORIS content.
 - Suggestion to focus on what is available for research at DORIS.
 - Discussion on identifying influencers at various research organizations
 - Review of capacity of DORIS to look further into the metrics of social media and build on conversations on different platforms with users.
- V. Report on Public Programs
- LaTonya Jones, Director of External Affairs, gave an overview of the unit including public programs, websites, social media, marketing. The goal is creating more diverse audiences and engaging new clientele, highlighting what the collections hold.
- The team is working on outlining a mix of informative and entertaining events
 - Ensuring social media, marketing and communications and outreach dovetail to the goals of public programs.
 - Working on developing Womens Activism, Neighborhood Stories in community gardens, and a pop-up oral history exhibit that explores community voices alongside government records.
 - K-12 education initiatives include hosting 40 4th graders for a talk on Brooklyn Bridge and creating activities.
 - Interns over the next year will focus on educational outreach.
 - ARRAB members suggested the following programs/institutions for collaboration:
 - o Weeksville Center
 - o Medgar Evers College
 - Another discussion on how influencers can help continue to promote external affairs unit including, NY1, other reporters, bloggers, organizations within the

various communities we are working in, and educational institutions. Currently, the team is using the Womens Activism project to track influencers as a test project.

- Suggestion to consider various conferences, specifically SUNY history conference in November

VI. Archives and Library Report

- a. Archival warehouse status: the Archives will be hiring a team to begin reboxing collections.
- b. Sale of Mayoral gifts; bonds will be a way to promote the collections and support the work of the archives.
- c. Central Park Book: Board to help promote the book.
- d. Archival Society efforts: A talk by Mary Dierickx about 31 Chambers Street building history
- e. Artist in Residence update: Research phase for artist, Julia Wiest
- f. Government Publications Portal: Development updates to conform to City Council law.

VII. Next meeting and adjournment

- a. September 10 at 9.30am.
- b. Adjourned at 11am.