

**Archives, Reference and Research Advisory Board**  
**Archival Review Board**  
**August 14, 2024, 4:30 p.m.**  
**Joint Meeting Minutes**

Present:

Members: In-person—Marco Carrion, Pamela Cruz.

Via Remote—Jeff Lowell, Chotsani Sackey, Yazmin Ramirez, Alison Cornyn, Glenda Grace, Richard Moylan, Eric K. Washington, Sarah Gonzalez, Brian Carlin, Jason Bauman.

DORIS Staff: Pauline Toole, Sylvia Kollar, Kenneth Cobb (via remote).

1. Marco Carrion announced there was a quorum and called the meeting to order at 4:35 p.m. He asked for a vote to approve the agenda, and the 15 November 2023 meeting minutes. Pamela Cruz said that was incorrect; the prior meeting was January 24, 2024. Meeting minute approval was tabled pending distribution of the 24 January 2024 minutes.  
The meeting agenda was approved.
  
2. Marco Carrion introduced himself as the ARRAB Chair; followed by members:  
Chotsani Sackey – newly appointed by City Council to the ARB; is the Council Records Management Officer  
Pamela Cruz – ARRAB member since 2017  
Pauline Toole – Commissioner of DORIS  
Sylvia Kollar – Municipal Archives Director  
Jason Bauman – Director of Collection Development for the NYPL  
Alison Cornyn – Artist, and School of Visual Arts teacher  
Jeff Lowell – Associate Counsel, Office of the Mayor  
Sarah Gonzalez – Administrator of the Robert Lehman Collection at the Metropolitan Museum of Art  
Richard Moylan – President of Greenwood Cemetery  
Glenda Grace – CUNY Central Office  
Eric K. Washington – Independent scholar  
Brian Carlin – Department of Education  
Kenneth Cobb – Assistant Commissioner – DORIS

### 3. Agency Reports

Commissioner Toole provided updates on DORIS agency activities:

Street Naming Intern Project. Recently reviewed by Council Member Gale Brewer, the project geo-coded all street name changes (requires City Council bill approval).

Erie Canal 200<sup>th</sup> Anniversary. Intern/Artist Devaun Longley is designing an animated poster to celebrate the public works achievement.

400<sup>th</sup> Anniversary of the Dutch Arrival. DORIS is revisiting the New Amsterdam Stories project, and partnering with the New Amsterdam History Center to create an historical map of lower Manhattan.

100 Documents project. DORIS staff are identifying one hundred key documents to tell the story of the city's first 400 years.

1964 New York World's Fair. DORIS will open an exhibit in the lobby alcove highlighting the 1964 Fair with a selection of visual materials from the Library and Archives' collections.

In answer to a query about the change in the date on the City flag from 1664 to 1626, Commissioner Toole explained that in the 1970s Paul O'Dwyer, then City Council President, organized the change to recognize the fact that the Dutch had established a government in the colony in 1626, long before the English took over in 1664.

Commissioner Toole also noted that the Charter Revision Commission had accepted the proposal to combine the Archival Review Board with the Archives Reference and Research Advisory Board as an efficiency measure. The proposal will appear on the ballot this November. She added that although DORIS staff can share information about the proposal, they cannot advocate or otherwise promote its passage.

Archives Report:

Municipal Archives Director Sylvia Kollar reviewed the draft ARB report. Among the highlights, she spoke about Preservica, the new digital asset

management and preservation tool that the Municipal Archives has adopted to care for more than 310 terabytes of data. The conversion to Preservica required massive staff input to remediate and improve file names. Ms. Kollar described the reparative description work and the harmful statement prepared with help from a City Service Corps temporary staff member. She mentioned the ‘women’s names’ initiative that identified women in documents and photographs who had been labeled with only their husbands’ names.

Ms. Kollar described the 1890 census digitization project; once completed, the Archives will employ a ‘crowd-source’ tool to index the records.

She also mentioned the joint exhibition “United the Boroughs” with the MTA Triborough Bridge and Tunnel Authority that celebrated completion of the bridge joining together the Bronx, Queens and Manhattan.

Ms. Kollar described a study being conducted by scientists from the Metropolitan Museum of Art on the composition of the Brooklyn Bridge drawings.

Mr. Kollar spoke about Cameron Neal, the agency’s Artist in Residence (A.I.R.) participant and the video project he presented at the Brooklyn Army Terminal.

AARAB Member Pamela Cruz remarked that the achievements were “amazing,” and that she had seen mention of the Department on one of the Link/NYC signs in her neighborhood.

ARB Member Jeff Lowell asked if the report was final; Commissioner Toole replied that it was in draft form and asked that Board members read and reply with edits.

Pamela Cruz volunteered to help with the ARRAB report again this year, noting that last year’s video-version was very successful.

#### 4. External Affairs Report:

On behalf of LaTonya Jones Commissioner Toole reported that DORIS had held 33 events during the year and trained more than 200 volunteers for the

Neighborhood Stories and Women's Activism initiatives. Two new Service Corps staff will join DORIS in the fall.

5. Other Matters.

None were voiced.

The meeting was adjourned at 5:28 p.m.