

## John O'Reilly

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**From:** John O'Reilly <johnoreill@gmail.com>  
**Sent:** Monday, August 17, 2015 2:00 PM  
**To:** QN02@cb.nyc.gov  
**Subject:** Pending FOIL Requests

Debra Markell Kleinert  
District Manager, CB 2Q

Dear Ms. Kleinert:

Following your August 11, 2015 email response to me, set forth below, please advise when and with whom you are referring to in the statement that there have been prior conversations on my request for copies of the CB 2 meeting minutes for the June 4, 2015 meeting. In addition, please allow me to point out that the Open Meetings Law section 106 (quoted below) provides in relevant part that the minutes of a Board meeting are to be made available two weeks after the meeting regardless whether the minutes have been approved by the applicable Board and that the minutes are to be made available in accordance with the Board's practice of announcing and maintaining its records. This means that the Board minutes are to be posted on the Board's website two weeks after the Board meeting even if the minutes have not been approved by the Board. Other Community Boards have provided draft meeting minutes to me prior to Board review and action on the minutes pursuant to this provision of the Open Meetings Law. Accordingly, please provide the minutes of the Board's June 4, 2015 meetings.

Open Meetings Law section 106

**§106. Minutes.**

1. Minutes shall be taken at all open meetings of a public body which shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.
2. Minutes shall be taken at executive sessions of any action that is taken by formal vote which shall consist of a record or summary of the final determination of such action, and the date and vote thereon; provided, however, that such summary need not include any matter which is not required to be made public by the freedom of information law as added by article six of this chapter.
3. Minutes of meetings of all public bodies shall be available to the public in accordance with the provisions of the freedom of information law within two weeks from the date of such meeting except that minutes taken pursuant to subdivision two hereof shall be available to the public within one week from the date of the executive session.

Regards,  
John O'Reilly

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**From:** [QN02@cb.nyc.gov](mailto:QN02@cb.nyc.gov) (CB) [<mailto:QN02@cb.nyc.gov>]

**Sent:** Tuesday, August 11, 2015 2:37 PM

**To:** John O'Reilly

**Subject:** RE: FOIL Request

Dear Mr. O'Reilly,

As per your request and as stated in a previous conversation, the minutes are transcribed and presented at the next board meeting, where they are voted on by the full board before they are posted to the website and official.

Sincerely,

Debra Markell Kleinert  
District Manager, CB 2Q  
43-22 50th Street, 2nd Floor  
Woodside, NY 11377  
Tel: (718) 533-8773  
Fax: (718) 533-8777  
Email: [qn02@cb.nyc.gov](mailto:qn02@cb.nyc.gov)  
CB2 Website: [www.CB2QUEENS.ORG](http://www.CB2QUEENS.ORG)

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**From:** John O'Reilly [johnoreill@gmail.com]  
**Sent:** Tuesday, August 11, 2015 1:02 PM  
**To:** [QN02@cb.nyc.gov](mailto:QN02@cb.nyc.gov) (CB)  
**Subject:** Fwd: FOIL Request

To Record Access Appeals Officer  
(via Email Communication)

Dear Sir or Madam,

I have not received a response to the attached FOIL request as provided by the applicable FOIL statutes. I hereby appeal the de facto denial of the FOIL request and request the provision of the information requested in accordance with the law and regulations.

Regards,

John O'Reilly

----- Forwarded message -----  
**From:** **John O'Reilly** <[johnoreill@gmail.com](mailto:johnoreill@gmail.com)>  
**Date:** Wed, Jul 29, 2015 at 12:57 PM  
**Subject:** FOIL Request  
**To:** [qn02@cb.nyc.gov](mailto:qn02@cb.nyc.gov)

July 29, 2015

Records Access Officer  
Queens Community Board 2

(via Email communication)

Dear Sir or Madam:

Pursuant to the applicable Freedom of Information Laws and Opinions of the Committee on Government, please provide me with the minutes of the meeting of Community Board 2 held on June 4, 2015. Pursuant to the cited authority, please provide the minutes by posting on the District's web site or by return email communication.

Thank you,

John O'Reilly

