

Virtual Reference Summit Planning Meeting Notes:

08/26/2022

In attendance:
Join Zoom Meeting Topic: Oregon Reference Summit Planning team https://multco-us.zoom.us/j/93286198248?pwd=b04vTTJEZGZDRSsyUEZIM0NSR3ICUT09

SUBJECT	REVIEW BEFORE MEETING	DISCUSSION	ACTION ITEM(S)
Welcome Team			
August Program debrief			
October programs	Programs Communication plan Registrations	Promotion and Supporting Meredith in planning the October Program. document with the basic steps	
In person event planning	Planning outline from 2019	Decide Location/Venues/Dates Pertinent documents: Planning and Timeline for 2019 event Past events for examples: 2019 2018	
Wrap-up			