

Virtual Reference Summit Planning Meeting Notes:

May, 2023

In attendance: Lori, Mark, Meredith
Join Zoom Meeting Topic:

SUBJECT	Info and Docs	DISCUSSION	ACTION ITEM(S)
Welcome Team			
Review Event	What went well? What could be better? See timeline and roles for future planning	About 20-22 came to each presentation and to the first discussion break. Only 2 attendees came to the second discussion break. 12 attendees came to the last session. Overall 45 unique attendees showed up at some time over the day. We had 89 registrations. The networking event was small but mighty! Next time we might get hosts/places set up beforehand so it's easier for folks to just show up.	Question: Does it make sense to do more "all day" programs like this? Should we continue or just focus on one-off programs throughout the year? The all day went well but we should continue to discuss if it is worth the time, beneficial to attendees, etc.
Recordings		Recording worked well. They are up on youtube but Lori won't make them public until all the presenters ok them.	Lori can continue to record and upload to youtube. One issue is the current videos are hosted on Natalie's (from the State Library) and Lori's person youtube accounts. We may want to eventually create a separate account for OrRS.
Review google folders and info		We should all have access to Google Folder: Reference Summit . It includes folders for past summits as well as the current one for 2023. In that folder are subfolders for communications, programs, registration, etc.	If you don't have access, let Lori know. If you created docs for this past summit, please add them to the appropriate folder so we can recreate them for future events.

Plan for July event	Wed. July 12 at noon	Erica Jensen and Robin Anderson from Lewis and Clark will present.	Lori will Host, Mark will be Tech Moderator. Lori will craft a description/communication and update the registration form. We can all support promotion as usual.
What's next?			<ul style="list-style-type: none">● Making recordings public and alert registrants (Lori)● Call for proposals for future programs● Call for committee members? We currently have six active members● July program
Wrap-up			

MAY



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