

Virtual Reference Summit Planning Meeting Notes:

Date: May 7, 2024

In attendance: Lori, Sara, Meredith, Mark, Tamara, Lee

SUBJECT	REVIEW BEFORE MEETING	DISCUSSION	ACTION ITEM(S)
Welcome Team/Introductions		We discussed the website, forms, email, youtube channel, and Google folders. One issue is that we don't have the tools to "own" a lot of our stuff. Could we potentially take over Roundtable tools? We need our own email so folks can contact us all, so we can share docs and forms, for a youtube channel, etc.	In terms of the Roundtable, Lee will ask the President, Lori will ask Joanna Milner, Tamara will ask Buzzy. Shirley will be a good point person for making tech changes. Mark is willing to serve as chair if we can take over Roundtable, see bylaws. Lori will share google folders.
2024 program planning			Lee, Lori, Sara all have potential interested presenters and will reach out to them. If we do not have someone interested in doing something for early summer soon, we can do a call for proposals for mid to late summer.
Wrap-up			Next meeting: Tuesday, June 4, 9:15-9:45 am