

Virtual Reference Summit Planning Meeting Notes:

Date: August, 2024

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| In attendance: Sara, Gesse, Erica, Meredith, Lee, Lori |
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| SUBJECT | REVIEW BEFORE MEETING | DISCUSSION | ACTION ITEM(S) |
|----------------------------|-----------------------|--|--|
| Welcome Team/Introductions | | July program went great. 27 attendees. Everything went smoothly. | |
| 2024 program planning | | Lee put out a call to his channels Several proposals in spreadsheet | Gesse will reach out to psu and host Lori will respond to all three proposers |
| Wrap-up | | | Next meeting: Wednesday, Sept 4, 2024 |