

# Virtual Reference Summit Planning Meeting Notes:

Date: September 2024

<b>In attendance:</b> Gesse, Erica, Sara, Meredith, Mark, Lori, Lee

SUBJECT	REVIEW BEFORE MEETING	DISCUSSION	ACTION ITEM(S)
Welcome Team/Introductions			
2024 program planning		Updates/actions for November program Review proposals in <a href="#">spreadsheet</a>	November program is Nov. 14, 2-3pm. <b>Gesse will write program description and get bios.</b> Sara will cohost. The zoom meet is scheduled and Gesse will test out the pros/cons of zoom registration vs. google form. <b>Lori will find/create promotion timeline.</b> For Winter/Spring Jan/Feb for Reference for All? Mark can host depending on timing. <b>Mark will reach out to</b> Perlita Payne and Jamie Gilmore at Tacoma PL. April is Neurodiversity month, might be a good tie in. Early april to avoid OLA? <b>Erica interested in hosting and will reach out to</b> Briget Scoles at Whitman College. Meredith may be able to be cohost for either program.
Wrap-up			Next meeting: Wednesday, Oct 2, 2024