

Transportation Library Connectivity Pooled Fund Study TPF-5(105)

Bimonthly Teleconference
Date: Tuesday, 10/7/08
Time: 10:30 AM-11:30 AM CT

URL: <https://www.webmeeting.att.com>
Web Meeting Number: 8773361829
Access Code: 6687863
Audio Call-in number: 1-877-336-1829
Audio Access Code: 6687863

Technical Advisory Committee:

Arizona, Dale Steele
California DOT, Christine Azevedo,
Shubhangi Kelekar,
Connecticut, **Betty Ambler**
Idaho DOT, **Inez Hopkins**
Iowa DOT, **Hank Zaletel**
Kansas DOT, **Marie Manthe**
LA County MTA, **Matt Barrett**
Louisiana DOT/LTRC, Glynn
Cavin, **Sandy Brady**

Michigan DOT, **Alexandra Briseno**
Minnesota DOT, Sheila Hatchell
Mississippi DOT, **James Watkins,**
Tina Leavy
Missouri DOT, Mara Campbell
Montana DOT, **Sue Sillick**
New York State DOT, **Jane Minotti**
Ohio DOT, Karen Pannell
Oregon, **Laura Wilt**
Pennsylvania DOT, Bonnie Fields

Tennessee DOT, Sandi Hoff
University of Minnesota CTS,
Arlene Mathison
UW-Madison UTC, Jason Bittner,
Greg Waidley
Washington State DOT, **Kathy**
Szolomayer
Wisconsin DOT, **Ann Pahnke, John**
Cherney

Ex Officio: NTL, Amanda Wilson; TRB, **Barbara Post**
Emeritus: Jerry Baldwin
CTC & Associates: **Pat Casey, Maggie Sacco, Kirsten Seeber**

Agenda:

The primary purpose of this TAC conference call was to review the draft FFY 2009 Work Plan.

1. Maggie reviewed the proposed ten objectives of the 2009 Work Plan, which are similar to 2008.

- Objective 1: Provide technical guidance
This objective is aimed at small libraries who only have one staff person and who could use the extra assistance. Site visits come at the full membership level. Maggie also assists libraries with cataloging, library software, library Web site presence, etc.
- Objective 2: TAC teleconferences
We will be going back to the quarterly schedule for conference calls at the request of the TAC members.
- Objective 3: Promotion of the value and importance of transportation libraries to top-level management
The goal is to publish at least two feature articles in publications aimed at top-level management. The coordination of the 2009 TRB poster session also falls within this objective.
- Objective 4: Best practices for transportation libraries and the second edition of the Toolkit
Maggie will add to the existing Toolkit, including sections on vendors, talking points for Web applications and other suggestions. There will be another Toolkit workshop and we will possibly partner with SLA on it. John Cherney suggested giving the Toolkit its own Web site.
- Objective 5: Annual meeting and conference
We will consider having our annual meeting and conference along with all of the TKNs and possibly with LIST. We will investigate holding the meeting at one of the TRB National Academies sites. Barbara Post asked that we let her know of possible dates ASAP so she can find out if the facilities are available.
- Objective 6: Library Connectivity Web site
In addition to keeping the Web site updated with pooled fund activities and news, the plan is to monitor the activities of other relevant state, regional and national groups through their Web sites. Maggie will continue to communicate to the TAC through the listserv and Web site updates. Maggie is considering using an RSS feed to let TAC members know when there are updates to the Library Connectivity Web site.

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- Objective 7: Support members in growing regional TKNs
Maggie will continue to monitor TKN activities and attend meetings where appropriate.
- Objective 8: Collaborate with NTL, AASHTO RAC Task Group on TKNs and others
The NCHRP 20-75a project will be a directory of North American transportation libraries. The pooled fund, NTL and the TKNs would like to expand this directory to be international in scope, include all types of transportation information centers, and include more information about each organization (collection size, funding, staffing levels, etc.). Organizations could use RITA's SharePoint to edit their own information. Barbara recommended talking to NCHRP staff about the plans to expand their directory as their material is copyrighted.
- Objective 9: OCLC and TLCat subscriptions
We will continue to track the members' OCLC and TLCat participation and contributions.
- Objective 10: Special projects
The TAC will discuss ideas for special projects at the annual meeting in Baton Rouge.

2. Action needed by TAC

The TAC members were asked to review the objectives and hours planned for each. Do you feel the hours match up with the effort that should be applied to each objective? Do any objectives, such as number 4 (Toolkit), need additional hours? If TAC members think additional hours are needed, we can subcontract out work in those areas.

Also, if there are focus areas among the ten objectives that you would recommend as priorities for time and attention, please identify those.

Maggie has already received a few comments by e-mail. **Please e-mail Maggie further thoughts on the 2009 Work Plan by Friday, 10/10/08.**

3. Other issues

Annual meeting – A few computers will be available at the LTRC for folks to check their email. The hotel also has a business center available.

The teleconference was adjourned at 11:15 am.