



Transportation Library Pooled Fund Study

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Transportation Library Connectivity

Pooled Fund Study - TPF-5(105) Teleconference – February 15, 2:30 to 4 p.m.CST

Participants: Jerry Baldwin, Minnesota DOT (MnDOT); Jason Bittner, Midwest Regional University Transportation Center (MRUTC); Janet Bix, Ohio DOT (OhDOT); Cheryl Bodan, Pennsylvania DOT; Dustin Brinton-Wilson, Pennsylvania DOT (PennDOT); Steve Cochran, Washington DOT (WsDOT); Sandy Hoff, Tennessee DOT; Ruth Letson (TDOT); Marie Manthe, Kansas DOT (KDOT); Susan Sillick, Montana DOT (MDT); Laura Wilt, Oregon DOT (ODOT); Christi Powers, Marketing services; Maggie Sacco, Technical services; John Glaze, Wisconsin DOT (WisDOT) staff

I. Check-in/updates from TAC members

Note: Due to telecommunication problems, several Technical Advisory Committee (TAC) members were unable to participate on February 2, 2006, so the teleconference was rescheduled for February 15, 2006. Updates from both teleconferences are listed below:

WisDOT – John Cherney said that a 12-volume collection from the Material Labs Library was being moved into an offsite satellite collection to allow more room in the 8th floor library at Hill Farms State Transportation Building.

PennDOT – Cheryl Bodan reported that they are looking into OCLC membership while finalizing a contract for an interlibrary loan system with Sirsi. Dustin Brinton-Wilson will be leaving with no plans in the near future to hire a replacement.

KDOT – Marie Manthe indicated that Maggie Sacco's site visit was productive. Indexing and cataloging has progressed through the "W-topics" with plans to complete the next segment soon.

ODOT – Laura Wilt said that district offices are continuing to catalog satellite collections throughout ODOT.

MDT – Sue Sillick reported that advertising for a full-time librarian position had ended with a total of six applicants.

OhDOT – Janet Bix reminded TAC members that National Cooperative Highway Research Program (NCHRP) ballots are due on Friday, February 17, 2006. She recommended that managers give a +5 rating for SP-17, which proposes a project to implement recommendations from the TRB policy study [Special Report 284 Transportation Knowledge Networks: A Management Strategy for the 21st Century](#).

WsDOT – Steve Cochran indicated he had just met with Maggie Sacco that week. WsDOT is seeking to increase a .75 FTE librarian position to full-time.

II. Introductions

Ruth Letson introduced Sandy Hoff who now oversees the TDOT library and has replaced Nancy Sartor who retired. The library is implementing a new Oracle version of SydneyPlus and looks forward to using the upgraded system.

III. Housekeeping

Minutes -- No changes were made to the December 9, 2006 minutes. Maggie Sacco requested that the member survey report be postponed as a few surveys are still pending and a final report has yet to be generated.

Location and dates for 2006 annual meeting — Jerry Baldwin confirmed that MnDOT is willing to host the 2006 annual TAC meeting. It was decided that a two-day conference is sufficient but possible dates under investigation range from September 19 to 21, 2006. Christi Powers will check into hotel and meeting room accommodations for an update at the next teleconference.

IV. Approve/select items for marketing toolkit

The library connectivity pooled fund [Web site](#) is live in addition to the technical services [blog](#). TAC members reviewed sample bookmarks and approved a design for the overall Library Week promotion. There was discussion as to the value of holding open house activities. Most states are planning at least one event during National Library Week, April 2 to 8, 2006. For those purposes, TAC members will have the option to use:

- A template for open house invitations, thank you notes and a newsletter article
- A menu of ideas to organize interdepartmental National Library Week events
- A summary of library connectivity pooled fund study accomplishments
- A list of highlights from the TRB policy study committee (“Future Strategy for Transportation Information Management”) that emphasize key study objectives
- [NTKN](#) brochures
- A Library Week flyer
- A Library Week brochure
- Bookmarks (two-sided depending on cost)

Toolkit materials will be posted on the Web site and designed for generic use beyond the Library Week promotion in April.

V. Discuss Online Computer Library Catalog (OCLC)/Transportation Library Catalog (TLCat) subscription costs

Maggie Sacco distributed a [spreadsheet](#) prepared by Andy Bush of OCLC. There was significant discussion on which OCLC costs will be paid by the library pooled fund study. A total of \$21,214 is currently available to offset subscriptions which could exceed \$40,000. A \$3,000 surplus from unused 2005 annual meeting funds could be applied toward subscriptions. More clarification is needed before a decision can be made.

When first solicited in October 2004 on the [TPF Web site](#), the library pooled fund study cited OCLC *membership* as a benefit of participation. In subsequent pricing and investigation of OCLC membership costs, there are also FirstSearch, cataloging expenses, “online time,” and TLCat costs to now consider. Each state has unique needs and different contracts -- many through regional providers -- and subscription dates are staggered with varying begin/end dates. Maggie is clarifying spreadsheet information with Andy Bush. In the interim, all TAC members are asked to submit to Maggie a copy of their OCLC contracts along with a definitive list of needs/expectations by February 24, 2006.

V. Define Next Steps

The next quarterly teleconference is scheduled for April 19, 2006 from 10:30 to noon CST. A brief teleconference may be scheduled prior depending on OCLC information and subsequent decisions that need to be made on subscription reimbursements.