

**State of Wisconsin/Department of Transportation**  
RESEARCH PROGRESS REPORT FOR THE QUARTER ENDING: September 30, 2008

<b>Library Connectivity Pooled Fund Project</b> <b>TPF-5(105)</b> <a href="http://www.pooledfund.org/projectdetails.asp?id=337&amp;status=4">http://www.pooledfund.org/projectdetails.asp?id=337&amp;status=4</a> <a href="http://www.libraryconnectivity.org">http://www.libraryconnectivity.org</a>	
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### Progress This Quarter

1. Technical guidance and support to members
  - Connecticut DOT joined the pooled fund in September 2008.
  - Louisiana DOTD/LTRC Solinet membership and OCLC subscription quotes were obtained and subscriptions were initiated.
  - A draft FY09 work plan was developed.
  - A 2008 year-end report was drafted and sent for layout and publication.
  - A librarian position description and qualifications were developed for Tennessee DOT.
  - Continued evaluating technology needs and recommend strategies to meet states' technical needs.
  - Investigated and recommended Integrated Library Systems software recommendations for Mississippi DOT that will include a means of converting their MS FoxPro database to OCLC Machine Readable Cataloging format for the initial database upload.
  - Assisted Mississippi DOT in writing the Request for Proposal for ILS software, ensuring technical library language was accurate.
  - Provided ongoing technical cataloging assistance to convert bibliographic records into MARC. Specifically, facilitate MARC cataloging activities including adding new items to WorldCat/TLCat, helping eliminate backlogs, and enhancing overall quality of cataloging.
2. Teleconferences
  - A teleconference was held on August 21, 2008 with agenda and minutes distributed.
3. Promotion of the value and importance of transportation library and information services to top-level transportation administrators
  - A proposal for a poster session for TRB 2009 was approved by the TAC, with the TRB Committee on Library and Information Science for Transportation as the sponsoring committee. A call for posters was led by Ms. Sacco, who co-chaired the selection committee with TRB LIST chair, Sandra Tucker. Ten posters were selected for the session; two will represent the continuing work of the pooled fund.
  - Exhibited at the July 2008 AASHTO RAC meeting with Maggie Sacco coordinating exhibit displays and pooled fund and TKN materials for distribution.
4. Workshops for librarians on the value of the Transportation Librarian's Toolkit
  - A Toolkit Webinar was conducted on July 30, 2008 co-moderated by Maggie Sacco and John Cherney.
  - We continued disseminating Transportation Librarian's Toolkit electronically and in print.

5. Annual meeting and workshop on strategic planning
  - The meeting will be held in Baton Rouge, LA at LTRC, October 21-23, 2008. Logistics and program planning progressed this quarter with the assistance of CTC and LTRC staff. Travel for most attendees was finalized.
  - Registration web site was launched in July 2008.
  - Technology requirements, including all on site audio-visual and web streaming requirements for the meeting have been provided to the LTRC. The catering was initiated and the final agenda has been set.
  - A strategic planning workshop is in development with Outsell, Inc. for annual meeting participants in attendance and on the Web. Maggie Sacco is working with Outsell on content.
  - An invitation to the transportation library community was sent via the TRANLIB listserv.
6. Project Web site
  - The calendar was kept updated with all relevant dates and events updated throughout the quarter.
  - Updates and news items are posted on a bi-weekly basis.
  - A new map of members and annual meeting information was added
7. Support of members in their efforts to form and grow regional Transportation Knowledge Networks
  - Continued to assist with progress of the regional TKNs (Midwest, Western and Eastern) through communication with pooled fund member states and participation in monthly teleconferences.
  - Maggie Sacco attended and presented a pooled fund update at the MTKN annual meeting in September 2008.
8. Collaboration with the National Transportation Library, the new AASHTO RAC Task Group on TKNs and others
  - Planning content for a poster for TRB 2009 began with co-author NTL director Amanda Wilson.
  - Facilitated approval of funding for The TKN Resource Sharing pilot program.
  - Invitations to Bob Cullen of AASHTO and Sandra Tucker, TRB LIST chair to participate as ex officio TAC members were accepted.
9. Facilitation of payment of OCLC and TLCat subscriptions for eligible pooled fund members.
  - Maggie Sacco worked with OCLC and WiLS to ensure correct invoicing and payment of TLCat and Unlimited WorldCat subscriptions.
  - Pooled fund subsidies were within budget.
10. Implementation of focused research and technology projects
  - The National Resource Sharing pilot project funding was facilitated and finalized.
  - Outsell Webinar, “How to Increase Your Reach Through Smart Marketing Strategies” was presented on July 10, 2008, offered by the Transportation Library Connectivity Pooled Fund Study in cooperation with the National Transportation Library as part of the Transportation Librarians Roundtable series.
  - Outsell Webinar, “How to Effectively Engage with Key Stakeholders and Funders” was delivered on August 22, 2008, presented by the Transportation Library Connectivity Pooled Fund Study and hosted by the lead state, Wisconsin DOT.
  - A half-day workshop will be delivered by Outsell, Inc. on strategic planning and library return on investment at the annual meeting next quarter.
  - Contracts and interagency agreements were finalized on the above projects this quarter.

#### Work Next Quarter

1. Technical guidance and support to members
  - Site visits to Missouri DOT and Idaho DOT will take place next quarter.

- Continue evaluating technology needs and recommend strategies to meet states' technical needs. Priorities include Mississippi DOT's ILS, assisting with Ohio, Tennessee and Missouri DOT's transitional needs, online subscription resources, and digital content management.
- ILS implementation and cataloging solutions for LTRC and Mississippi DOT, and satisfactory resolution of Tennessee DOT's ILS migration and initial OCLC database upload.
- Continue to provide technical MARC cataloging assistance on an as-needed basis.

## 2. Teleconferences

- Teleconferences are scheduled for October 7 and December 18, 2008.

## 3. Promotion of the value and importance of transportation library and information services to top-level transportation administrators

- 1-2 article submissions to periodicals read by upper management in state DOTs
- Continue planning and coordination with TRB LIST committee for TRB 2009 poster session.
- Compile a tentative list of AASHTO committee meetings that in the next six months might be good venues for making a presentation on the value of library and information services to planning, design, construction, operations and maintenance engineers

## 4. Workshops for librarians on the value of the Transportation Librarian's Toolkit

- Continue disseminating Transportation Librarian's Toolkit electronically and in print.
- Consult with the TAC to identify transportation organizations that should be notified of the existence of the Toolkit and how to access it online: DOTs, UTCs, industry associations, etc.
- Begin development of Toolkit 2<sup>nd</sup> edition.

## 5. Annual meeting and workshop on strategic planning

- Finalize all logistics and materials for annual meeting.
- Meeting will take place October 21-23, 2008.

## 6. Project Web site

- Continue to maintain the Web site with relevant dates and events updated throughout the quarter.
- Continue submitting updates and news items on a bi-weekly basis.
- Add Caltrans profiles to Web site.
- All annual meeting Web content, presentations, and materials will be posted to the Web site immediately following the meeting.

## 7. Support of members in their efforts to form and grow regional Transportation Knowledge Networks

- Continue to assist with progress of the regional TKNs (Midwest, Western and Eastern) through communication with pooled fund member states and participation in monthly teleconferences.

## 8. Collaboration with the National Transportation Library, the new AASHTO RAC Task Force on TKNs and others

- Continue to work on securing a bi-annual reporting schedule for TLCat data.
- Begin planning for FY09 collaboration and projects TBD by the TAC, NTL, TKNs and AASHTO RAC Special Task Force on TKNs.
- Encourage close collaboration with ex officio TAC members.

## 9. Facilitate of payment of OCLC and TLCat subscriptions for eligible pooled fund members

- Cataloging, resource sharing and access subscription invoices will be paid.
- Louisiana DOTD/LTRC Solinet membership and OCLC subscriptions will commence.

## 10. Implementation of focused research and technology projects

- Continue working with Outsell on strategic planning/ROI workshop content and assist facilitator as needed.
- Begin soliciting new project ideas from TAC.

**Circumstances Affecting Progress/Budget:**

Both OCLC and WiLS issued incorrect invoices for the TLCat and Unlimited WorldCat subscriptions. Maggie Sacco worked with both to correct the problem. No interruption in subscription access was experienced by any participating libraries as a result.