

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

Teleconference Minutes

Date: Thursday, November 15, 2007

Time: 1:00 PM CDT

Participants

Technical Advisory Committee

California DOT, Susan Haake

Iowa DOT, Hank Zaletel

Kansas DOT, Marie Manthe

Louisiana DOT/LTRC, Glynn Cavin

Minnesota DOT, Jerry Baldwin

Missouri DOT, Danielle Pollock

Montana DOT, Lisa Autio and Sue Sillick

Oregon DOT, Laura Wilt

Pennsylvania DOT, Cheryl Bodan

University of Wisconsin-Madison MRUTC, Jason Bittner

Washington State DOT, Kathy Szolomayer

Wisconsin DOT, Ann Pahnke, John Cherney

Others

National Transportation Library, Amanda Wilson

CTC & Associates, Pat Casey

The only agenda item was discussion of the draft 2008 Work Plan, which had been sent out to the TAC on November 9.

Jerry Baldwin e-mailed comments in advance of the teleconference expressing concern that the work plan left out what he considered the most important aspect of the pooled fund project - promoting the value and importance of transportation library and information services to top-level transportation administrators.

During the teleconference TAC members agreed with Jerry's assessment. Additional comments included:

Susan: In Objective #1 on technical guidance include reference to library Web sites and online catalogues.

Arlene: Marketing/promotion efforts need to be focused on specific groups and individuals.

Susan: Make promotion efforts a separate objective. Also provide help to members on marketing their libraries to their managers.

Jason: Include in Objective #5 the monitoring of CUTC activities related to libraries.

Marie and Glynn: Clarify that the documenting of pooled fund activities and any resulting improvements in member libraries is to be part of the pooled fund quarterly reports.

Cheryl: Neighboring DOT libraries may or may not view networking and mutual assistance as part of their mission.

Amanda: Testimony regarding the importance of transportation libraries needs to come from state DOT leaders, AASHTO committees, members of Congress, etc.

Lisa: Set up notification of Web site additions through RSS.

In response to the discussion and additional e-mails, a revised version of the 2008 Work Plan was e-mailed to TAC members on November 20 incorporating these changes:

1. Inserted a new Objective #3 on promoting the value and importance of transportation library and information services to top-level transportation administrators and allocated 12% of total time to the objective.
2. Explicitly incorporated promotion of the value and importance of transportation library and information services into Objectives #4, #5, #8 and #10.
3. Made Objective #2 strictly a facilitation of teleconferences.
4. Combined the annual meeting and strategic planning workshop into Objective #5 and increased the hours.
5. Toned down the scope of Objective #1.
6. Readjusted some of the hours.

Next Teleconference: Thursday, November 29, 1:00 p.m. CDT

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