

Transportation Library Connectivity & Development
Pooled Fund Study TPF-5(237)
TAC webinar–6/28/11– Minutes

Technical Advisory Committee:

Arizona DOT, Dale Steele	Louisiana DOT/LTRC, Sandy Brady	Pennsylvania DOT, Bonnie Fields
California DOT, Janet Coles,	Minnesota DOT, Sheila Hatchell	Tennessee DOT, Sandi Hoff
Shubhangi Kelekar,	Mississippi DOT, Cindy Smith,	University of Minnesota CTS, Arlene
Connecticut DOT, Betty	Tina Leavy	Mathison
Ambler	Missouri DOT, A.J. Million	UW-Madison UTC, Jason Bittner,
Idaho DOT, Inez Hopkins	New Mexico DOT, Krystyna Cherry	Steve Wagner
Illinois DOT, Karen Perrin	New York State DOT, Jane Minotti	Washington State DOT, Kathy
Iowa DOT, Hank Zaletel	North Carolina DOT, Lamara	Szolomayer, Mike Wendt
Kansas DOT, Marie Manthe	Williams	Wisconsin DOT, John Cherney
Michigan DOT, Alexandra	Ohio DOT, Zona Kahkonen Keppler	
Briseno	Oregon DOT, Laura Wilt	

Ex Officio: NTL, Amanda Wilson; LIST, Ken Winter; Bob Cullen, AASHTO; LACMTA, Matt Barrett; Montana DOT, Sue Sillick; New Jersey DOT, Carol Paszamant; Northwestern University, Roberto Sarmiento; Lisa Loyo, TRB; Jennifer Boteler, FHWA

Emeritus: Jerry Baldwin

HS InFocus: Maggie Sacco, Kirsten Seeber

Agenda:

Information Mapping – Krystyna Cherry

1. Krystyna gave a presentation on Information Mapping, which is a visual documentation methodology that structures information in an easily digested format.
 - Krys showed several different types of Information Mapping and websites that can serve as further resources for information mapping.

SLA – Maggie Sacco

1. SLA went smoothly from a logistics standpoint. The TAC liked being in the same hotel and we will try to arrange a room block for everyone next year when the SLA conference is in Chicago.
 - The costs for registrations, hotel rooms, flights and expenses were under budget by about \$6,700.
 - TAC members who traveled to SLA should send their reimbursements to Dave Hemingway-Turner and he will get checks out as soon as possible.
2. Maggie will send out a request via the listserv so the TAC members can share what they learned at SLA.

Website – A.J. Million and Maggie Sacco

1. All files from the old website have been transferred by Steve Wagner at the UW-Madison. The new website will have the same URL, www.libraryconnectivity.org.

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2. Maggie, A.J., John and Steve will be meeting on Friday, June 30th to review the progress on the new site and the applications that can be used on the new site.
 - The TAC will have the opportunity to review the new site and provide comments.
3. The goal of the new site is to make it a communications hub for the TAC and provide tools for transportation librarians.
4. **Action: Send any of the committee members ideas on what you feel will be helpful to have on the site.** The committee would like the site to take advantage of the capabilities of WordPress.

Projects update – Maggie Sacco

1. New Mexico DOT – Contract cataloging – Krys and the contract cataloger will be meeting with the trainerto learn about how to maximize the TRB thesaurus. The contract cataloger is local and will be working mostly offsite.
2. Illinois DOT – Contract cataloging – Maggie is working with Karen to create a high level work plan that addresses Karen’s cataloging needs. The regional library system is involved in this project to ensure that the cataloging will meet their standards. The contract cataloger will work remotely.
3. North Carolina DOT – Contract cataloging – Maggie will write a job description for a contract cataloger that will work on site at the NC DOT library with Lamara. Maggie will post the position on several sites to recruit candidates for NCDOT’s review.

North Carolina DOT peer exchange – A.J. Million and Lamara Williams

1. The NC DOT held a peer exchange last week to provide Lamara ideas on getting through the backlog of cataloging and moving her library forward.
 - The NC DOT library is joining the state library and will be using their ILS, which they already have access to. Many of the DOT’s records are already in the state library system. The state library will catalog new materials. A contract cataloger is needed for the backlog.

June Statistics – Maggie Sacco

1. The statistics from June are due to Maggie at the end of the first week of July. If you need more time, please let Maggie know.
2. Carol asked a question about how to count a book or article received via ILL. Would it go under the ILL statistic or under books or articles? Both Hank and Maggie responded that the TAC members can choose to put it in whichever category they want, but to be consistent with where this type of transaction would be counted going forward. Consistency is the key so that the same statistics are counted the same way each month. That way there is a true picture of the changes in the statistics from month to month.

Next meeting: September 27, 2011