

Midwestern Transportation Library Consortium and Union Catalog Project
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Day One

Nelda Bravo, head of the National Transportation Library, opened discussion by welcoming everyone. She explained that this meeting is being held in Minnesota in part because of the University of Minnesota, Center for Transportation Studies' (CTS) great relationship with Mn/DOT and the Center's "Minnesota Model" of servicing libraries.

Bravo further explained how her agency began as part of TEA-21 legislation. "Our mission is to improve access to transportation professionals at all levels and enhance information sharing at these levels," she stated. "I've contacted transportation libraries in the Midwest to discuss the formation of a Midwestern Transportation Library Consortium. One of my tasks is to create a union catalog for transportation libraries." She suggested that since many libraries use OCLC, the consortium should also use that system rather than try to invent something new. In addition, OCLC representatives have created a proposal of how they can help get this consortium off and running.

Bravo noted that the Midwest has the highest concentration of DOT libraries, approximately 18 of which have a professional staff. She offered the notion that if someone could institutionally link libraries together and facilitate the pooling of resources, etc., it would be easier for libraries to do their jobs. "None of us have huge budgets, so this seems like forming a consortium gives us an opportunity to take the lead in helping transportation professionals move forward with their research," Bravo said. "Today, I'd like to talk about what we need to do to get a consortium going. What types of tools do you need to do your job? I don't want to focus on resources at this point—let's first discuss what it is that people need."

Overview of Midwestern Libraries and Information Services

Jerry Baldwin, with Minnesota Transportation Libraries began by describing the great relationship Mn/DOT and CTS have. "Since the creation of CTS, there has been a close working relationship between Mn/DOT research activities and CTS," Baldwin said. "Early in the development of CTS, there was a period when our library was being challenged. Bob Johns, (CTS director) recognized that CTS would need information services yet had no desire to compete with the library services at Mn/DOT. Instead, we discussed the idea of having a Minnesota Transportation Library."

Baldwin described the concept of the "Minnesota Model" which was to offer a single service with access available to researchers at CTS and Mn/DOT. "We act as one service," Baldwin continued. "This has worked well."

He notes that for many years, the Mn/DOT library provided services to local transportation professionals without an official agreement in place, but that didn't matter since his library was the only options in the state. However, each time a new commissioner came to power, the "unofficial agreement" had to be re-explained. Because of that, an official agreement was formed and included the Local Road Research Board, which supports research at the local level. "These people had used our libraries for a long time," Baldwin explained. "CTS and Mn/DOT needed to expand our services, so we asked the Local Road

Research board for help, and now we receive some funds from them. The way we went about defending these funds is the secret to our success. We have good spokespeople, such as Bob Johns, who understand what we're trying to do. We also provided the LTB(?) a list of all of the people who've used our services and included letters from 30 of these people indicating why they used our library and what the benefits were. This was the best advertising we've had."

Baldwin described the CTS library as a small collection of under 1,000 items; Mn/DOT has 20,000 to 50,000. The online catalog allows users to search each catalog independently or together.

Bob Johns stated that in 1991, while there were some electronic search capabilities then, the options have exploded since then. "Our library function not only helps researchers search for information, but also helps create information we can share with others. It's very much a close partnership that changes a lot based on the way technology is going," Johns explained.

Baldwin noted that the two library staffs at CTS and Mn/DOT act as one. "When the entire Mn/DOT staff has to be somewhere, the CTS librarian staffs the Mn/DOT library, and vice versa," said Baldwin. "The Mn/DOT librarian also coordinates with the engineering library, the social science library, and other University of Minnesota libraries."

Today, the Mn/DOT library is not just a resource for Mn/DOT employees; it is also a resource for the state and for the transportation industry as a whole. "Now, when a new commissioner comes in, we have to educate them on the fact that it's an important mission for DOT to have a library that is a resource for other transportation specialists," Baldwin said. "This consortium is important for us to explore. Having a library should be a mission for all DOTs."

Johns stated that CTS puts information about all of its research projects on the Web as PDF files. "Eventually we want to have an electronic publications catalog," Johns said. "We run a research program of \$6 or 7 million a year with maybe 20 or 30 new projects funded every year. We produce a lot of information that people all over the world want."

Mn/DOT also uses the Web to disseminate information. "We want to get the word out about the research done in Minnesota," Baldwin said. Explained how hit library struggled for many years trying to convince management that cataloging was important so information could be easily located. About two years ago, they began a new system and can now show management examples of how people around the world are asking to access Mn/DOT's information and research.

Someone asked for more clarification on what the Minnesota Model is. It was explained that there are three legs: Mn/DOT, CTS, and local governments. "It's a consortium in sharing of monies and services," Baldwin explained. "If you can get those three parties involved, then other users of library services are satisfied as well. In our case someone in the state takes responsibility for providing information to transportation experts. Any transportation professional in the state who needs information ought to know where to get it. That's the model."

Roberto Sarmiento with the Northwestern University Transportation Library (NUTL) discussed the materials and services his library offers. The details are highlighted in the handouts he passed out to all participants. Sarmiento noted that the library's main users are faculty and students, but it also serves people from local, state, and federal agencies, and from other countries. "We offer about 15 to 20

minutes of reference services over the phone, after that, we ask the person to come in, or we send them elsewhere.”

“We are a special library within a library,” Sarmiento continued. “We do use the main library for certain things, but we are a stand alone library. Nonetheless, we are going broke and it’s a big concern.”

NUTL is on OCLC, has its own OCLC symbol, uses the OCLC IMF payment service, and is a member of a CIC(?) consortium. According to Sarmiento, NUTL “is flexible and loans just about everything.” Currently, most information is faxed to requesters, rather than mailed. However, the library will soon switch to Ariel(?) and electronic delivery.

The library provides free loans to all DOTs and SLA members. “I think we need to serve the transportation community,” Sarmiento said. “So, we try to be generous to the transportation community. That’s been our philosophy for a long time. It’s one reason I’m at this meeting, even though I’m not associated with any DOT or state engineers. I want to be able to serve you and to be able to show my administration how many people use our services.”

It was stated that for the most part, there are no formal lending agreements among transportation libraries. There’s nothing in writing, but rather, the agreements are created based on the relationships people have formed. A consortium is a way to preserve these relationships as people retire.

Sarmiento added that he feels it is his library’s responsibility to provide these services to all of the people in the room and beyond. “My library has to be there for everyone else,” he stated. “Certainly there aren’t many agreements on paper, but we don’t hide our offerings. They are all on our Web page. We tell people to take advantage of memberships so they can get a discount on our services. Although I’d like the same reciprocal agreement with libraries, we are primarily a lending library.

Next, *Charlotte Dewrock*, with the Missouri Department of Transportation discussed her new library. “We are working with the University of Missouri and will be going live in March,” she stated. “Our software is in testing phase now, but we’re really just beginning. We have some PDF records and publications on our Web site. Our new server is in place and in testing; however, we still have so much to do. I’m here to learn and take back some helpful ideas.”

According to Dewrock, their goal is have as much of their information on the Web to allow nationwide and worldwide distribution. “We expect to reach across the world to whomever needs our information.”

Currently, the library has about 10,000 records. “We had an old system that has gone by the way side so we’re starting from scratch,” Dewrock said. “We receive a lot of information each month, so we are looking long term and trying to start the right way.”

The library works with the IS library and is physically located in two different locations but will be linked electronically. “We use Q-series(?) software for right now,” Dewrock explained. “Our IT department is building the system and setting it up. We search TRIS and use the University library to do research. We’re not on OCLC yet.”

The comment was made that another benefit of a consortium could be to help new libraries, such as the Missouri DOT’s, get started.

John Cherney, of the Wisconsin DOT Library passed out a brochure detailing his libraries offerings and discussed few things about the library's history. "It began in 1969 as a loose collection of reports and was formally organized in 1972," Cherney explained. "Back then, they were mainly rail reports, but in the 1970s, the collection acquired transit files and later absorbed satellite and aeronautics files. Then, in 1984, we joined OCLC."

Cherney says that space has always been an issue. Today, the collection includes about 27,000 books and technical reports; 350 videos; 100 current journals and old journals. The collection covers all facets of transport and 60 percent of the collection is cataloged through OCLC. "We subscribe to the Silver Platter(?) data base, we have an internal intranet and a pretty bad Web site that we'll soon be redoing and hopefully launching in March. We hope to have all of our research reports online in PDF format."

According to Cherney, on two occasions in the 1990s, the library was offered up to the chopping block during budget problems, but has survived. In 1999, the library staff included Cherney, one full time library professional, and one half-time library assistant. Since then, the two other staff members left prompting the administration to review the library services to see if they are useful. "I was hired to conduct a survey of library services. I did in house survey and surveyed other collections within our central offices and around the state in various districts. The results were then generated into a pretty good report and the library was not eliminated. Interestingly, the people who called for the evaluation have since left, and that too might have saved the library."

Today, Cherney explained, he holds a full time permanent position and has a half-time assistant. "Our goal is to make sure the library doesn't become a casualty," he said. "We've established partnerships; we formed a new committee to figure out how to raise visibility of our library and information services. So far, things are going pretty well. We have received donations of training videos, televisions, etc. We're putting out a bid for library automation software this week, and we're negotiating with our IT people to get our own server. We want software that can incorporate satellite collections in the out state areas. We will also participate in a peer exchange in April and will host a regional conference, in partnership with the University of Wisconsin, on the gathering of transportation resources."

Cherney offered an excellent example of why his library needs to be closer aligned with WISDOT. "We were able to stop the department from spending \$50,000 on research that was already sitting on our shelf."

Despite the past difficulties of this library, Cherney believes it is much more secure today than it was in 1999. "At that time, the people in charge weren't fans of the library," Cherney explained. "They felt that since the University of Wisconsin library was available, there was no need for the DOT library. Today, the person in charge is more of a fan of our services."

Cherney noted that although the UW library is close, there is no formal arrangement between the two libraries. "We borrow from the University engineering library, and we use them sometimes for inter-library loan. They charge us about \$17. We do need to have some sort of arrangement."

Hank Zaletel commented that Iowa State University is approximately one mile from the Iowa DOT library. "I have privileges at the University library and spend at least half a day there each week. I can make copies and check out info. My library is space-conscious, so I give a lot of the information I

receive to their library for them to use, but I also have access to it. For example, I box up copies of federal documents and send all of these reports to them. I also provide all of the state DOT documents that they should have.”

Don Robertson, with the Nebraska Department of Roads (NDOR) Library described his library noting the collection size is about 17,000. “We don’t have responsibility for aviation or railroad information. Our library collection is made up primarily of highway and bridge construction-type information. Still, I am really running out of space and should do some weeding one of these days. In fact, for now, at least temporarily, I’ve lost about one-fourth of my space do to some remodeling, and there’s no guarantee that I’ll get it back.”

Robertson explained that the library began many years ago and had a great facility until the 1970s when something happened. The staff was told to take anything they wanted to save and anything not removed would be thrown out that very night. After that, the library remained closed for a year. Since then, the collection has been gradually re-built. In some cases, people began little satellite libraries for a while, Robertson said. “I’ve incorporated all but one of these satellites into the new main library.” Today, Robertson is the only library employee. “I have no clerical staff of any kind. I have used some temporary people a couple of times. As you can imagine, it’s tough to get much done without any support staff.”

Robertson said that his library does have a media center of sorts. “We have a lot of AV equipment that various departments have given us for safe keeping.” He said also that although the library is open to everybody, only department personnel can check out materials. “I will loan information to anyone who first goes through the proper interlibrary loan channels,” he added.

The NDOR library has a “lowercase” OCLC symbol, but can’t be contacted through OCLC. “The Nebraska Library Commission handles our loaning,” Robertson said. “They provide my library with access to WorldCat (?) and other data bases. I normally don’t charge fees for interlibrary loans and charge \$.05/page for photocopies. We’re allowed to only charge cost. Administrators are even thinking of reducing the \$.05/page fee because that’s not really the cost.”

Robertson noted that the catalog was computerized before he began working there. But, he added, the librarian at that time was a school librarian and was not strong on cataloging. “We have an okay catalog—it’s more like a homebrew catalog. It’s different,” Robertson explained. “It’s set up with limited length fields. They just used keywords from the publications. That’s all they could do. Now, there are far too many to go back and correct. You can search on any term, but we don’t use a thesaurus or anything at this point. We are transferring the catalog to a server using a Notes-type database with very long fields. Maybe we can get things a little bit more organized the way they ought to be, and we should be getting online in the next couple of months. It will be difficult to switch to OCLC.”

According to Robertson, the library houses many publications that don’t seem to be in other libraries. “Nebraska does its own research reports; many are done in coop with the University, and occasionally professors will come in to do research. There is a research coordinator who distributes our resource reports, although I don’t work with her too closely. I’m working at it, however, and am trying to update things. It’d be great if we had a system to get all of our research reports to all the libraries rather than to various people in DOTs.”

Jeanne Thomas, with the Michigan DOT Library stated that her library is currently being reorganized. The plan is for all IS to be turned into the Department of Information Technology (DIT). “Today, the

library is a free agent in the department, and I don't know where it will end up. We may be eliminated due to budget cuts in the future, but for the moment we are stable because we have proven our worth," Thomas explained.

She stated that there are actually two library locations: One in the research labs and one in the main library downtown. The library currently has both paper and online subscriptions but will eventually go to online only. The catalog is online, and cataloging is done through OCLC TechPro. It is an intranet and can be accessed only by people in the Michigan DOT. The library home page supports the TRIST(?) database, the National Transportation database, and has links to periodicals online.

The library serves any transportation service regardless of how the request comes in, Thomas said. "We can't serve anyone else unless they come in through OCLC," said Thomas. "We won't loan to public libraries because they are the back door for law firms, and we don't loan to law firms because the materials go into the exhibit and the exhibit never comes back to us. We have lost some very important items in our collection because it wound up in a court case. We do lend to university libraries on a reciprocal basis."

Other attendees mentioned that they will lend to law firms but require the firms to go through the legal council which ensures that everything comes back and gets paid for.

Thomas, who is retired from the library, said that the department is under a hiring freeze and probably will not fill her old position for at least a year. Her assistant can be reached at: apert@michigan.com.

Gisela Motzkus, with the Illinois DOT Library noted that the library was created in 1963 as a Bureau of Planning library. In 1970, the library was expanded to serve all central bureaus within the department and eventually expand to all districts throughout the state of Illinois.

The library has about 30,000 pieces including 12,000 titles in microfiche. The collection includes a fairly complete collection of FHWA R&D reports. "We house our own research reports and manuals and have a small but comprehensive reference collection," Motzkus continued. "We maintain the legal collection for the department (State and federal statutes, etc.) and provide the same traditional library services everyone else does. We route periodicals to central bureau and district offices and participate in interlibrary loans."

The library offers online access but does not maintain its own online catalog. "We belong to a library system that maintains the catalog on DRA(?)," Motzkus explained. "We also participate in the Virtual Illinois Catalog (VIC) Internet search program that lets people access Illinois catalogs in various libraries. The interlibrary loan system is not available online yet, but that is coming. We now all have Aerial(?) software and are proud of it despite all the problems it is causing. Currently, we do not have a link on our Web page because we don't have enough staff to serve it. We our on the intranet, and our periodical holdings are available on this intranet. We do have links to various DOTs and other federal agencies."

The library is open five days a week, and although it is not open to the public, Motzkus said they won't refuse any public requests. "The general public can come in and use our materials for reference, but they cannot check out any materials," she stated.

"We have been able to take advantage of some grant money that was made available from the state library who received the grants from the Federal Department of Education," Motzkus said. "In 1998, for

the very first time, we were invited to participate. Normally, our type of library was excluded from receiving these types of grants.”

Hank Zaletel, with the Iowa DOT Library stated that the IDOT is in a horrible budget crunch. “My job has been eliminated, but fortunately, I have a lot of support,” Zaletel explained. “We will use federal highway research money to fund my position, my assistant, and our entire library budget. Although I will technically become part of the University of Iowa, there will be no noticeable change to users. I will retain all of my seniority, but that all has yet to be worked out. My first major meeting will be in two weeks to discuss how this will all work so that in February or March, when the layoffs begin, the letter will be signed and I will immediately begin working for the University.”

Zaletel noted that the department feels the budget crunch may last two or three years, and that maybe in the future, the DOT will want the library back. He explained that the library began in 1970 and that he has been there since 1978. “The main reason this library began was to cut down on subscriptions,” Zaletel said. “All departmental periodical and publication requests come through my library. If I get a request for more than one copy of the same publication, I route a single publication to the people who have requested it. Since I receive discounts on certain publications, I’m responsible for ordering publications for various offices.”

Today the library routes about 100 to 150 magazines. “We have an extensive routing system that allows everything to be routed right to the desks of the requestors and to the district offices. They don’t need to come into the library to get the publications,” Zaletel said.

The library collection contains general information books and Zaletel offers reference and information resources as well. The DOT has large historical collections including many photos from the early 1900s. “We have a lot of unique historical information on early roads in Iowa,” Zaletel said. “For example, Iowa had one of the first aluminum bridges ever built; I actually have a piece of this bridge that was discarded when the bridge was expanded. Because of all of the historical information we house, many authors use our library as a resource.”

In 1994, the library moved to a new location. “They spent \$80,000 on the new location,” Zaletel said. “I still don’t have any extra space and am always wondering where to put new materials. When I can, I share with the university. This space-sharing idea maybe something this consortium could work out as well.”

The library currently serves CTRE(?), DOTs, Iowa State faculty and students. “The general public can go to their public library and have them make a formal request to us,” Zaletel explained.

“Our DOT has a so-so Web page,” said Zaletel. “I am the only person with a name and phone number on the DOT Web page, so every type of question is asked of me; I can answer only about 50 percent of the questions, but because I’ve been there so long, I know to whom to route the question. We make sure that people’s questions get answered.”

“We’ve been on OCLC since 1985,” Zaletel continued. “Our online catalog is open to people in our agency, and we’re in the process of getting a server in our agency. We’re working with a consultant and hope that in a month our catalog will be Web-accessible to everyone. There are 1,000 people in our main complex in Ames and another 2,700 people throughout the state. Right now, these 2,700 people can’t access our library. Our catalog is shared with our state library, and eventually, all of the state agency

libraries will be merged if there are any state agency libraries left. Now, everything is available on the DOT intranet, including an online catalog, video catalog, and magazine listings.”

Generally speaking, Zaletel said his library is a net lender. “For every 25 requests I fulfill, I request only one item. I fill 30 to 50 interlibrary loan requests mostly to University libraries. I have sharing agreements with several DOT libraries and am happy to send you our reports if you would reciprocate and send me any of your new reports,” Zaletel said.

Bob Sweet, with the University of Michigan Transportation Research Institute explained that the main focus of his library is transportation, specifically drivers and vehicles. “We have a collection of about 95,000 records,” Sweet said. “We catalog individual conference papers from conference proceedings as well as any journal article that is pertinent to our researchers and their research. We have always been completely independent from the University’s library system and even from the whole world. We have a homegrown cataloging system and homegrown controlled vocabulary list. It’s a curious list because engineers originally developed it. But it is very useful vocabulary for us. There’s no way that Library of Congress subject headings would do the job for us. We just became OCLC members. We have yet to put any records into the system. That was brought about by a need to reduce our cataloging load. So far, this change has resulted in a whole lot of work with a large learning curve. We are also beginning to catalog Web-only resources: We just point to them from our catalog so you can click and go right there. We decided that we could use help so it seemed like a good idea to hook up with OCLC.”

“One of our librarians went to the SLA meeting in Brighton,” Sweet continued. “She came back excited by the notion of becoming a ‘just in time library’ rather than a ‘just in case library.’ We have so much stuff that no one ever uses, things that have been sitting there for decades. For the most part, this just in time concept is becoming more appealing.”

“In terms of sharing our resources, we’ve been very open, (www.umtrl.umich.edu) although we’ve not had a good means for people to know what we have,” Sweet said. “This meeting is a good start at communicating what resources we have.” He noted that the library catalog is on the Web and has been for a couple of years. “We have never provided interlibrary loan service, but we do heavy document delivery service to SLA members,” he explained. “Other libraries, particularly corporate ones, are charged for document delivery.”

The library has three professional librarians, one support staff, and one editor. “For a long time, cataloging has been sort of a data entry type of job,” said Sweet. “We’ve evolved to the point where we could hire a real librarian to do our cataloging. We have a tremendous staff—we’re small—five total staff members, but three of them are librarians.”

Sweet said it seems as though the library mainly serves the public. “We’re there primarily for the researchers in our institute,” he stated. “A number of those people are very much in the media. We get a lot of engineers and lawyers, and we frequently have people who’ve been in an accident and want us to do something. We serve other libraries and research institutes in Europe. We don’t serve a lot of University of Michigan faculty or students. Up to this point we haven’t had a terrific number of requests and have been able to easily handle them.

The library is funded by a grant from the Alliance of Automotive Manufacturers, Sweet said. “They have given to the institute every year since the beginning. They are starting to talk about cutting back

and have asked us if we can do with less. I don't know how these cuts might affect the library. They may affect some research projects."

Julie Bolding, with the South Dakota DOT, stated that she is working on putting the library holdings on OCLC. "We have about 13,000 items and will be copy cataloging those into the South Dakota Library system. We are going to OCLC because we want to improve access to our many interesting research projects," Bolding said. "We spent about \$1 million developing a non-corrosive de-icer, for example. We do about 15 to 20 projects per year. Our collection development aligns itself with our research projects. Our goal is to have everything on OCL in about a year."

The library's new URL is www.sddot.com.

Bolding stated the importance of thanking congress members for supporting the development of a national transportation library. "It's important to thank them and tell Nelda's boss how important her work is," Bolding said. "When the federal government gets involved, you have a really solid block of support behind you."

Suzanne Butte and *Ron Gardner* presented an overview of OCLC products and services. Butte handed out a brochure outlining OCLC's various software and services. "We have sent a proposal to Nelda on starting this DOT catalog and how to gather all of these DOT libraries," Butte stated. "Ron will go over that proposal. Then, I can show you our Web interface and other browser-based software. Passport will be going away on the cataloging side, but we will be maintaining it on the ILL front."

"My role at OCLC over the years has been in the area of resource sharing whether it is states or consortiums," Gardner opened. "We came up with some ideas of some things that may be helpful to you. One of the things I've heard today was the need to standardize things for better access. Through the cataloging process, we can help standardization."

"Even in our cataloging arena, we want to help libraries push the envelope," Gardner continued. "We can provide a means for you to disseminate the information you have. But, seeing is believing. OCLC wants to help get a visible project out there. We can help you show some of your funding agencies that they are spending their money wisely."

Gardner suggested the first step is to define a pilot group to get these shared resources into a shared catalog—WorldCat—that provides access to bibliographic records. "If you are signed up to do OCLC cataloging, you can keep doing that. But for some libraries, another step must be taken to get these materials on your shelves cataloged," Gardner explained.

"In all of these projects, you have to figure out how to deal with some of the exceptions," he continued. "Those exceptions may be the most important to your collection. Through a buddy system or some mechanism, you can get these unique cataloging done. TechPro(?) allows cataloging outsourcing. Once this consortium comes together, maybe you contract through TechPro to get some of this unique cataloging done. This may be expensive, but it may be worth it to be able to communicate this to your users."

"Another part of phase one would be to put in place a set of resource sharing protocols," Gardner said. "OCLC has the tools to do this. The good news is that you have many ways to configure this. That's also the bad news. We can support libraries that want to communicate with another library that doesn't use

OCLC, and we're working to broaden the choices. All of this is within the scope—libraries can pick and choose the best way to offer their services. The bottom line is that we'll provide the means to get the info into WorldCat and then facilitate the information sharing. Most of the groups we work with are state wide or consortia within states, but they also want to share information with smaller libraries who have unique collections. They really want to have access to special resources so they can use those primary resources.”

One participant comment that libraries are much more willing to loan special items to colleagues in the same industry.

Another participant asked for more clarification on the concept of having a sub-union catalog within a giant union catalog. Why have a smaller subset of that devoted to transportation?

Gardner explained that there is no additional cost to do this, and that it allows the two spectrums. “Some users don't want to search the world, while others want to search the world,” he explained. “The sub-union catalog allows you to address the various needs. One of the things we want to accomplish with this is to be visible and usable to transportation professionals. OCLC can even help you with publicity, etc.”

It was noted that one problem is that transportation is a mix of many disciplines. If a narrowly defined subset is used, would all of these other areas out there be missed? “The catalog would hold the member libraries holdings,” Gardner explained. “If you have a book on computers, it will be there. If I have a book on botany, it will be there.”

Someone else pointed out that people who don't normally loan to people, but might loan to members of the consortium. The sub union catalog would show what is in all of the consortium libraries and allows searchers to hone in on what they want sooner. Knowing where to find a resource is good, but knowing that it can be borrow it is even better. Rather than tapping into the World Catalog, the emphasis of the materials may better meet our needs as transportation libraries.

It was also mentioned that people want to begin searches themselves and generally want to start off from a narrow search in their area then branch off from that. Perhaps an engineer can access whatever we come up with using a search targeted to transportation libraries. The engineer could start looking in the field of transportation. If the entire World Cat is presented, the engineer gets a much larger result, but the listing of libraries that hold those will seem impossible.

Another point was that many unique things, such PowerPoint presentations, pamphlets, and maps aren't currently cataloged and that perhaps the consortium could a tool to catalog these unique items. In addition, the group could host joint cataloging or sponsor a workshop to train people in accessing unique, little-known resources people.

A participant asked how something like this (creating a subset,) would be deployed and managed. Gardner stated that from a workflow point of view, for cataloging, there is no change. “All of the information gets entered into OCLC. Then, we facilitate access either through our interlibrary loan system or First Search WorldCat. There will be an identifier that gets you to that subset. We take data from you and then we program. We have to have from you, what in essence is the group.”

It was noted that for a library like the Missouri DOT library—a library that is not set up yet—access would be necessary in order to do interlibrary loans. The participant stated that a number of researchers say they want to know what other states are doing and that this might be the way to do it. Gardner suggested the need to approach this with what's manageable today. "Let's first get something up, show funding agencies, etc. the viability of the system. At OCLC, we have a service where we put up electronic journals. Maybe down the road, this idea fits with where we want to go. But first steps first. Logical, sequential steps are first."

A participant stated suggested starting with the libraries already on WorldCat, do the programming and get all of those records linked to the subset, then work with people close to getting things into WorldCat, and then work with those still trying to their library on OCLC.

"I think there's enough informal protocol established that the timing is a matter of this group following up with this meeting," Gardner explained. "We can get the first step done by February or March. The next step of getting the other libraries online—that's their own time frame. As far as resource sharing as a group, you want to establish some definitions and guidelines first. By spring we could have that initial set of libraries ready to, then month-by-month add the libraries that are ready to go. Short term, this will be something that you have to know about it. But, using CGI scripting, when you are searching WorldCat, you put in a code for this group and you need to qualify your search only of this subset. We also are working on stuff down the road to make it easier to get at it without knowing that code up front. For now, we have many groups established for interlibrary loan purposes. It's just another search parameter right now that you have to put in."

Gardner explained that in First Search, the group's holdings can be highlighted. "Soon, you'll be able to flag the holdings of any library group you specify. They can offer that list of libraries and call it by that group name. I'm here to learn more about what else you might need. The question of why we'd use a subset it is interesting. Some of the responses I've heard suggest that it is necessary, keeping in mind some big institutions want to see the world. You need to think about whom it is you want to provide access to as you proceed. Some groups can set up authorization to state legislatures. That's an important part to that visibility."

One group member commented that in order to proceed, he'd need to know how much this will cost and who's paying for it. He also noted that while OCLC is easy to use and helpful the one big disappointment with OCLC is the horrendous amount of duplication but that is probably due to poor cataloging.

Gardner stated that OCLC is trying to cut down on the duplication, but noted that it is part of the problem of democracy. "Duplicating does cause a challenge, and we want to avoid creating those duplicate records."

Another OCLC represented stated that by January, in First Search, you can rank the most widely held resources at the top of your search list. "We are also working to reengineer WorldCat and move it to the Oracle database platform.. It's 30-years-old and we haven't really changed its structure in all that time. Records will be grouped by format (screen play, video, etc.). Eventually this data base will be shared by all OCLC products. Catalogers and referencing would have access to the same database; this is probably a couple of years away."

Next, Butte presented a demonstration of the Web interface of the inter library loan product.

The screen says: 'Welcome to the OCLC CORC™ service.'

The first step, Butte said, is to click 'Cat Express.' "Here we are searching World Cat. I'm at Advanced Search. Let's say we have one on highway safety and we know it was the author is general accounting office and published in 1999 forward. We can search from here and get a list of results. What you'll see is a list of three results and you will find one you think is the correct one. Click to get the entire full record. We have it in text display now, but there is also the MARC(?) display. If you want to edit the record, there are certain fields that you can actually edit. You can click on the help display on, you can go in and find the definition of 'cutter' for example, and you can get a description of that. This is the help that defines all of these fields. This is helpful for someone with very little experience cataloging. This is browser base with an online tutorial. This is very intuitive. Training is generally a half day or less.

"If you go in and make some edits, you can preview those edits here. If you're happy with it, you can save it. What happens is that these records can be downloaded via FTP. You'd have access to those records the following day and could download them to your local network. These are full MARC records. This is strictly for copy cataloging. This is very straightforward, intuitive program. The help feature is very useful. The three search parameters are very useful. There are all kinds of ways to limit the search."

QUESTION: How is copy cataloging using Cad Express different?

ANSWER: Very little staff training is needed and it's just a different interface.

QUESTION: How much is a non-OCLC subscription?

QUESTION: It's based on the number of titles and depends on your network affiliation. It runs about \$350 to \$850 per year. At the end of the year we tabulate and if your over your projection, it's about \$.80/record.

Next, Butte demonstrated the ILL product. "If you are already using OCLC ILL, you can go in with your author password. This is the home screen to interlibrary loan. There's a Web tutorial available. At the top, you can search and create, set ILL settings, etc. We'll go ahead and search and create. Within search and create, you can do a drive search and a title phrase search. On the right side we've inserted ILL quick trips. For each page that appears, there are tips.

"If we do a derived search on Call of the Wild type: Format: Books; Year: Any; And search. There are quite a few records here. Here is the list of records. Here is the actual record in text format. You can show it in a MARC format. This is where you have custom holdings already established. You select a path—let's say book. I can see my lending string within the books custom holding path. What's nice here is that if you put the cursor over the symbol, you'll see exactly what library it is. You can also get the name/address directory.

“Within this books custom holdings, there are the libraries that belong to that particular group. You can actually develop your own selected lending string. You can have your end users search through First Search.”

QUESTION: Some libraries service a wide area and people in the field and in their offices. If someone has two different locations, would they be two different OCLC symbols? Would you have to set up specific symbols?

ANSWER: For each separate location you have a separate symbol per physical location. That’s the rule of thumb. That’s the best way to provide service. But we can handle a range of options. Your best bet is to catalog based on the physical location and then you to into resources sharing.

Butte continued the demonstration: “I’ll use a training symbol as my selected lender. I’ll go into the ILL form. You can now go in and perhaps include patron type information. If you click any of these, you’ll get a description. You can fill in this information and you can actually produce this record. When you click on produce, now we’re in the message file. This is pending as a borrower. You click the summary screen. This has been split in half: The borrowing side and the lending side. You can look at the actual in-process requests. You can go to a particular record and you can actually process it. You can hit no—and there are several reasons for hitting no. Or you can hit yes. You can then go ahead and process this. Hit update. Then go ahead and process the next record.

“I can also show you the ILL settings. You can actually set up constant data. Here with constant data, you can actually edit. We’ll edit this existing constant data. Jumping over to custom holdings: What’s also nice is that you can also create your own groups or edit your own groups. You can edit and you have a list of them, you go in and click go to my choice. You can add and remove symbols. It’s very straightforward. Again, there are quick tips and help in this area. The tutorials are very nice and self-explanatory.

“Now, the direct request profiles. You can create, view or edit some that exist. There’s a template that you can use to set up how you’ll pay, all the restrictions are set here. You then create that record. This is the name address directory so you can search for that. This is a new interface, so we will take suggestions.”

QUESTION: We’re on OCLC already. If we want to participate as a consortium member, is there an additional cost for my library to be identified as a holder in this consortium?

ANSWER: Normally, there is a start up fee—about \$75 a library. But we will waive that fee. For the future for the group catalog feature, we’re still looking at pricing models and what would be involved. Our intention is to come up with pricing that is less than a shared group catalog service.

Butte next showed a quick glimpse of WorldCat.

Gardner then stated his suggested keys to success: “You need to find two people to take on the project management responsibility. Then you need to set your goals and objectives without being too big and broad in your aspirations. I work with a group in New Jersey. They got frustrated because after several years went by nothing got done, mainly because they had no goals and no one to be the task master.”

Moderated discussion Building a Consortium: What Does it Take?

Tools, Products, Services, and Support

After hearing from the libraries represented at this meeting, discussion turned to defining what it will take to build a Midwestern Transportation Library Consortium. Roberto Sarmiento suggested that perhaps the transportation libraries at Berkley, Northwestern University, Texas A&M University, and an eastern university to be determined form the base of the consortium. The thought is that these libraries could be quickly linked. From there, Midwest-based libraries can be added to complete the consortium.

The group agreed that eventually, funding issues will need to be discussed and ironed out, but that discussion should be saved for a later time.

The main questions representative libraries must ask themselves at this point are: What services do you provide now? What services could you provide through the consortium?

As a way to get around any potential legal issues, it was suggested the need to draft a group of working principals to which all consortium members would agree, but no formal or legal agreement would be required; entering into a legal agreement would present additional challenges.

Robert Johns said he sees OCLC and other services as tactics that can help the libraries do their jobs better. Johns is most interested in looking at the consortium from a higher, strategic position: How can a consortium help educate leaders who don't know much about libraries and the importance a network of libraries is to helping various agencies and institutions complete their missions.

Nelda Bravo noted that one of her department's main tasks is improving transportation systems nationwide. One way to do that, she said, is to integrate libraries into the research process.

It was stated that there is literature available illustrating the benefits and value these libraries provide. These stories should be communicated to the decision makers responsible for cutting library funding. A consortium could help communicate this message.

Johns reiterated the importance of communicating success stories particularly to the federal leadership. A consortium might offer a more structured way of organizing PR stories that could be delivered to the leaders. He feels that while there are many ways to get the consortium politically connected, communicating stories that show the national leadership how transportation libraries are important and how they've benefited organizations is an effective method. Johns noted that he spends a lot of time with appointed and elected officials and feels it would be beneficial to have some of these success stories available to hand out. This would go a long way, Johns said, to educating some champions for the library cause.

Bravo said the idea of forming a midwestern consortium is to begin with a regional pilot program in order to figure out what it means to be a consortium on a small scale before going nationally. The goal would be to show some regional success, and then can build on that. Eventually membership could be rolled out to every state and to other universities.

It was noted that one of the challenges faced is the fact that some libraries are in a high state of development and some are in the beginning stages. One of the first steps would be to get all selected libraries onto a level playing field. Perhaps, other consortium members could somehow help the newly established libraries get up to speed faster. It was suggested that the ability to help new libraries develop faster and more efficiently might be the initial marketing point of the consortium.

Ron Gardner suggested the need to first define the stakeholders and find out what drives them; find out what are the common needs. Johns suggested that in addition to identifying need, opportunities must be also be identified, discussed, and considered in the beginning stages.

Jerry Baldwin said he feels the purpose of this consortium is to pool resources to provide services in cooperation with each other. Beyond that, he said, until we know what we are trying to do, we can't identify stakeholders.

Bravo suggested that uncovering the common goals of the stakeholders is a good place to start. We can start by listing the customers libraries currently serve; however, that is different from identifying stakeholders.

Julie Bolding presented an idea for a consortium **vision statement**:

To improve the safety, environmental impact, convenience, and economical maintenance and construction of international transportation systems by enhancing access to information resources worldwide.

Some participants felt that might be a little too broad leaving the vision statement open for further discussion.

Baldwin feels the purpose of this consortium is to improve access to transportation information to every transportation professional in the Midwest. That makes the stakeholders every transportation professional, student, decision maker, etc.

John Cherney stated that he'd like to translate some of these goals into some tangible product or ROI statistics that can be delivered to management to show them the library's value.

Johns noted that being part of an alliance with some federal leadership behind it shows value. A consortium that shares resources raises visibility. He added that a library consortium could even help preserve research funding.

Baldwin feels the libraries are not visible enough and suggested the need to talk about library services differently so that management understands that they are using the library, even if it is indirect use, and benefiting from library services.

Sarmiento stated that perhaps by showing the funding decision makers that by funding one library, they have access to many, and that if they eliminate that one library, they lose access to many other libraries as well.

Bravo asked, "Do you all know the mission statement of your DOT? It's probably about improving the movement of people and goods, so what we do has to be tied into that."

Jeanne Thomas suggested a way to make this consortium valuable to DOTs is to put a link to consortium resources on every staff member's computer desktop so they have access to information and can handle their own inter-library loans. Staff members would see this as more instant, quicker access.

Cherney suggested the need to develop an easy-to-use interface that allowed researchers to search what neighboring states are doing.

Sarmiento noted that the consortium would be a means to identify special interests or special collections and make that information more accessible. He also wants to include virtual referencing as a tool.

Initial Goals:

1. Identify stakeholders/needs/opportunities
2. Institutions
3. People
4. Share best practices

Identified Stakeholders/Sponsors/Users

Congress

The traveling public

Local governments (professionals, planners, engineers, elected officials)

Faculty and students

University transportation centers, etc.

Other libraries outside the area and librarians

Professional DOT staff

Our leaders and top management

Ourselves

SLA division and the international component of the SLA component

Any private sector consultant/research group

Lawyers

Professional Associations (ATA, etc.)

Trade Associations (ARPA, the asphalt industry, the concrete industry, etc.)

Special LTAP centers

AASHTORAC

TRB

NTL

Industry (auto industry)

The Media

Taxpayers

Vendors of tools we may use to create this consortium (OCLC, etc)

The next questions:

1. What do we need to do to gain the support of our stakeholders? What are the things that they value?
2. What's the common thread among our libraries and our stakeholders?
3. Libraries don't toot their own horns enough. How would a consortium help?
4. What effect does this have on improving safety? What effect does it have on the public's view of the transportation system? What environmental impact does this have? (Tie our consortium goals to things we can measure.)

5. How do we move forward to get support, provide good, consistent timely service across the region and get recognition?
6. What are we doing individually? How can we combine forces?

Bottom line: We need good people providing good, consistent service in a timely manner.

Points to consider for Day 2 discussion:

1. Where do we go from here?
2. What should we consider as our success measures?
3. Does a consortium provide us with strengths we don't already have?
4. Will it help us do our jobs better?
5. Is it enough to get more libraries involved in the different services of OCLC?

Day Two

The group began prioritizing topics from Wednesday afternoon's discussion and began identifying action items, desired outcomes, and next steps. It was suggested that the consortium be organized along the AASHTO Research Advisory Committee's regional groups. The group discussed having one person in charge of organizing the consortium's communications and activities. One suggestion was to establish a list serve as well as fold the TAG group into this new consortium.

Bravo suggested, "We could put funds on deposit with OCLC to be used to fund things that aren't part of your day to day costs. But we need to be careful how those funds are distributed."

Bob Sweet noted that when his library became OCLC members, they never had a retrospective conversion in mind. "We started day forward," he said. "Are we requiring a retrospective conversion and if so, will your (Nelda's) staff come do it?"

The group outlined a set of principles to get the ball rolling.

Guiding Principles

- Retrospective conversions (need funding for certain types of materials). As a group we need to figure out an equitable way to do this.
- Cataloging of unique items
- ILL agreements among the members
- Input current materials (starting from day one?)
- ID unique collections
- Criteria for participating
- Expectations, etc.

"Maybe we should have a sub committee to refine some of these things," Bravo suggested. "Perhaps we can plan some teleconferences to try to wrestle with these things and set up some committees to create some talking points. We can have another meeting maybe in six months—or sooner if need be—to see where we are."

Baldwin noted that he used his local OCLC affiliate to do some retrospective conversions. "It was well done. The interesting aspect of doing a retrospective conversion is that we went from being a borrower to a lender."

Thomas stated that it would be nice to have some of her older materials, at least, from some of the unique collections. “Maybe for some of the unique libraries, we could offer special funding options.”

Zaletel stated, “We’re getting ahead of ourselves. We first need to help libraries like Missouri get up and running before we start off talking about retrospective conversions and all these huge things.”

Sarmiento added, “These things could be working simultaneously. While they are working with Missouri, they start a retrospective conversion somewhere else. We don’t need to wait until we’re all on the same level because we’ll never be on the same level.”

Baldwin stated, “We’re focusing on cases here, but that’s not what we need to do. Our consortium strength is identifying unique collections and finding unique resources outside of the traditional agencies to get what needs to be done done. We need to set up criteria or responsibilities for participation and expectations of participating. One expectation or responsibility may be to share your resources with other participants. That doesn’t mean share everything, but share to the extent that you can. Duplication of information is a strength of the consortium—if one system goes down, access is still available.”

Sarmiento asked, “Nelda, what is your commitment, economically, moral, etc.?”

Bravo responded, “We began talking about doing union catalog with OCLC. I can make a commitment for funds to help non-OCLC members become members—at least fund them for a few years. I can work with OCLC to find funds to get this consortium started and share costs of things that are beyond what members pay for now and for what states not now on OCLC pay for their participation for two years (NTL funds). It would be more cost effective to go with OCLC rather than start from scratch.

“We would also commit to making sure there is a leadership person to handle day to day management of the consortium to get it started. We can provide the institutional backing—the NTL is interested in the well-being of your library and will come forward to help link your libraries. As we go forward—there will probably be other things I can offer.

“You need to be the ones in charge. We don’t need one big library—we have a National Transportation Library already. Rather, it’s all of the consortium libraries working together. This would be good since there are not always formal sharing agreements, etc. As people retire or leave, your partnerships and agreements may be lost. Creating a more formal organization of some of these agreements is important.

“University libraries do a lot to support DOT libraries; that provides a greater resource. Are there elements of doing business as a transportation library that should be covered by a grant program? I don’t know.”

Jane Watson noted that she once worked for a small hospital library but had a larger regional library help start the small library.

Bravo asked, “What about training and development? We have a responsibility to provide training and development in the transportation field. Could the consortium take a lead in helping develop this?”

Thomson responded, “This would be fairly easy to accomplish because there are regional OCLC consortiums around the country. The OCLC training staff could come in and help with the basics. That’s

a resource we could tap into with minimal funding. The training could be available for us to go to or send staff to.”

Bolding noted that not all information transfer has to take place person to person. “Maybe we put together basic guidelines on how to start a library and a short bib on what transportation resources are out there.”

Baldwin asked, “What are the unique challenges for a transportation library?”

Bravo noted that some of the things the consortium could do include providing “how-to” information—somewhat like a manual.

She then asked, “What about the leadership role? As the first transportation library consortium, you are taking a leadership roll. But what does this mean to take a leadership roll?”

Baldwin responded, “We are all individuals operating in our own environments. When we are challenged, we are on our own. We do our own fight for survival. By having the consortium, this in itself could develop strategies in line with other groups. That’s what leadership is: Understanding what you need to accomplish and finding the resources to accomplish it. We are the leaders—we shape what the consortium is, what it does, and how it’s structured.”

In playing the leadership role the consortium must:

- Develop strategies
- Understand what we’re trying to accomplish and resources to get it done
- Provide efficiency and access to unique materials

Sarmiento asked, “What is my library going to get of this? I can see that you may have some collections we could make accessible to our faculty. But would the costs my libraries incur be reciprocal? The rest of you will gain, but I don’t know whether or not my library will gain. As a library—will it be good? For me, professionally, it would be good, but I have to separate that. I’m torn now. What can my library get out of this consortium.”

Cherney suggested the access to unique collections is a valuable benefit.

Baldwin added, “The University of Minnesota gets a lot of heat as the big gorilla. It provides a lot of interlibrary loans...the advantages of participation is great for the small libraries. The big library devotes so many resources. But, percentage wise, the small library devotes more. The advantage for big libraries participating is efficiency and access to unique resources. I don’t want to have to search 50 different catalogs. In the consortium, all the different libraries have standards so that I don’t have to search so many areas. It’s give and take on both sides.”

Sarmiento said that he will need to sell this to his management.

Bravo added that another consortium function could be on the policy and strategy side and promoting libraries to management.

Sarmiento stated that maybe the consortium is “a multiplier in which libraries can show that they have greater access and can provide more services. Once we get all of the war cases created and can show

what this consortium is doing for management, especially if we show dollar signs, that will go along way.”

Baldwin stated that Bob Johns has to educate new commissioners about the fact that the Mn/DOT library isn't just a resource for Mn/DOT. “We need to show management that the individual resources they maintain have a national impact. When they close one, it doesn't just impact them—it has a national impact on national transportation.”

Bolding suggested each library keep records throughout the year regarding how their work makes a difference to engineers, etc. “We build in our justification rather than wait until a crisis. And, we show dollar figures or percentages of savings if possible.”

Bravo agreed that anecdotes that include a dollar figure are very helpful.

Sarmiento mentioned that Shawn Moran from Transport Canada has a model to show an approximation of what the investment in the library is and what it can do for you.

Bravo added, “We have a report that went to the different states to find anecdotes with dollar figures on how research libraries helped DOTs.” (FHWA Value of Information Study)

Cherney mentioned a little about a meeting he's planning. “We're hoping to have about 100-200 people. I can update more once it's solidified.” He also passed out an example of a success story illustrating how his library saved money. Bravo noted that the included a measure that maybe the consortium may want to follow.

Next, the group outlined their priorities:

The **first step** is to link the current DOT libraries that are already on OCLC into the union catalog (or whatever this will be called). This is something we can do fairly quickly and easily to immediately raise the awareness of the group.

Baldwin noted that after December 15, OCLC can establish a unique symbol (MWTRN) as a group with a symbol. The sub category search is something OCLC is working on. They have selected five groups to test pilot what we are talking about—a union catalog separate from the World Catalog. OCLC will assign us a symbol. There is a way to display a logo in the search results.

The **second step** is to form an ILL agreement. Sarmiento noted, “If we link the current OCLC members, then we immediately need to have interlibrary loan agreements in place. What will be our reciprocal agreements on lending and photo copying, etc.? We're talking about an informal, consortium agreement that is not related to OCLC. Participation in this consortium does not mean that you need to be an OCLC lender. Would it be fair to say that we will lend and photo copy for each other—as a member? If I have it and I can lend it, I will lend it to consortium members. Maybe we agree only to lending and be reasonable about the photocopying costs.”

Bravo added that someone will need to get to work on drafting this agreement. **Roberto Sarmiento, Jerry Baldwin, and Gisela Motzkus agreed to work on putting something together for this group to review and comment on.** “In the mean time, we can move ahead with linking OCLC members even while the ILL agreement is under development.”

Thomas asked, “Perhaps we do the linking and continue to handle ILL as we have been until we have a consortium agreement in place and we decide how we will handle it.”

Bravo commented, “So actually, the very first thing is to sign a contract with OCLC to get the linking process started. My department has a contract with OCLC. Jane will be the contact manager from the consortium side. The next step is to get a new proposal from OCLC based on what they heard yesterday. We will review the new proposal and comment on it. It should include the union catalog. That proposal had funds on reserve, and as you use them they are drawn out of that pool. There will have to be some discussion on how to use those funds put on reserve. There has to be an equitable way of using those funds.”

Jerry Baldwin and Roberto Sarmiento agreed to review and give feedback on the new OCLC proposal.

Sarmiento noted, “We need to identify what Nebraska needs to do and what can we do to help him. What can we do for each library and then how much can we spend on each task?”

Bravo asked, “Are there any other Midwest libraries that should be invited to participate? Maybe the St. Louis Mercantile Library, the Berringer(?) Library (railroad library), and other UTCs (?) that have state/university libraries.

Sarmiento offered, “Wisconsin and Michigan have universities; we should approach them, but how do we extract their transportation collections? If we don’t, we’ll get many records that we don’t need.”

Thomas responded, “This is just something I want to throw out. For example if we use the entire University of Wisconsin catalog, if someone searches the consortium, wouldn’t they go to WorldCat anyway to search all of the records? Could the consortium recommend other libraries that might be ones to really look at? If we start adding catalog like the University of Michigan, we start defeating our purpose. We want to search just transportation material.”

Baldwin stated, “What Deb (with OCLC) is proposing to do in this pilot project is mechanically extract all of the records of this group making a physical database as a demonstration of how this can work once they can do this automatically. They can’t do this until they go to the Oracle platform in another two or three years. We’re calling this—virtual, virtual library.”

Bravo acknowledged, “There are some technical details to work out with OCLC. But, let’s say if the University of Wisconsin wants to participate, how would they participate? Can we say no if they want to be in?”

Baldwin responded, “If we go with our original plan of going with this group...maybe OCLC can identify a few call letters. The question is what will OCLC do for us as part of this pilot program?”

Bravo stated, “People will ask, ‘Why didn’t I get invited and why did someone else get invited to participate?’ Maybe we can say participation is based on the fact that transportation records are easily identifiable and we had to start somewhere. Also, someone must take on the definition of what it means to be a participant. One definition might be having easily identified tags in OCLC.”

John Cherney and Jeanne Thomas will work on defining what it means to be a member (criteria, expectation, and responsibility) from the state side, the university side, etc.

Nelda will check with FHWA Community of Practice to where we might place a list serve with subgroup for transportation catalogers.

What's the Timeline?

The group decided to have a conference call after TRB, in mid February (February 15) to review the draft of ILL and membership pieces.

To do list:

- By February 15, the OCLC links should have happened between libraries
- A draft of the ILL statement will be done
- A proposal will be in place with OCLC
- A draft of membership criteria will be done
- A list serve will be set up through the FHWA Community of Practice, or, the list serve is set up with some sort of Yahoo group
- Nelda will be responsible for finding a day-to-day manager.
- There will also be some sort of group meeting at SLA with any consortium members attending SLA.
- The consortium can give a GTRIC presentation at SLA as well (a panel discussion).
- One major goal will be to get invited to the RAC meeting in June.
- The consortium can also do a presentation at John Cherney's meeting in June.

What can we expect to have accomplished by June (that's when all the meetings start)?

Besides the goals above, the group will need to figure out the benefits to the stakeholders and start marketing the consortium: The value of this; the strengths, etc.

The 'pump will be primed' by writing articles to the stakeholders (TR News, Public Roads, AASHTO Quarterly, APWA reporter, DTRN newsletter—AKA SciTech News, etc.) explaining the benefits of a DOT library (an article on the consortium)—**Julie Bolden** will write up some articles.

Next Face-to-face Meeting:

Tentatively scheduled for March/April, 2002

Bravo asked, "Is there anyone else we need to invite to that meeting?"

South Dakota DOT reps suggested inviting North Dakota. They will check on that.

It was also suggested that each library needs to show some formal documentation of what their collection contains. This could be part of the "new comers how-to" information.

Bravo stated, "OCLC is one tool we use? How do we deal with things that don't belong in OCLC but are still valuable resources? We'll also have to grapple with how much funding do we put in; how do we justify spending? Should there be a grants program similar to UTC or the Pooled Funds Project where money is available? With the Pooled Funds project, some of the research funds come back to the states from Federal government. Several states pool their resources to study a particular study. It's a way to

leverage money: Everyone puts in a little money to develop a project that meets the needs of several states. If there are collections that are unique, or whatever, or there's equipment that if libraries had they could better meet the needs of the state."

Thomas responded, "With regard to funding, do you need an answer right now? Maybe at our March/April meeting, that'd be a better time to figure out where some seed money should go. Is there a budget time you're shooting for? Do we need to decide that by any particular budget time frame?"

Bravo replied, "I'm budgeting down the road for next fiscal year. It'd be good to have some ideas of what you need by March."

Side note: Discussed a little information that's available on Nelda's Web site for someone new to the Transportation Library field. "Sources of Transportation Information" (suggested also printing a hard copy)