

TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Date: 12/31/2011

Lead Agency (FHWA or State DOT): Missouri Department of Transportation

INSTRUCTIONS:

Project Managers and/or research project investigators should complete a quarterly progress report for each calendar quarter during which the projects are active. Please provide a project schedule status of the research activities tied to each task that is defined in the proposal; a percentage completion of each task; a concise discussion (2 or 3 sentences) of the current status, including accomplishments and problems encountered, if any. List all tasks, even if no work was done during this period.

Transportation Pooled Fund Program Project # <i>(i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))</i> TPF-5(237)	Transportation Pooled Fund Program - Report Period: <input type="checkbox"/> Quarter 1 (January 1 – March 31) <input type="checkbox"/> Quarter 2 (April 1 – June 30) <input type="checkbox"/> Quarter 3 (July 1 – September 30) <input checked="" type="checkbox"/> Quarter 4 (October 1 – December 31)	
Project Title: Transportation Library Connectivity and Development Pooled Fund Study		
Name of Project Manager(s): Maggie Sacco, HS InFocus LLC	Phone Number: 608-215-0272	E-Mail msacco@hsinfocus.com
Lead Agency Project ID: TRyy1127	Other Project ID (i.e., contract #):	Project Start Date: 04/01/2011
Original Project End Date: 09/30/2013	Current Project End Date: 09/30/2013	Number of Extensions: 0

Project schedule status:

On schedule
 On revised schedule
 Ahead of schedule
 Behind schedule

Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$419,037	\$189,888.93	44%

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$24,225	\$23,000.93	43%

Project Description:

Traditionally, a small group of libraries have been responsible for providing information service within the transportation community. Yet, today a vast amount of industry information is not collected or posted to the internet without a management plan. Recognizing this, a national effort has been made over the past five years to advocate for the development of improved library and information centers.

Unfortunately, stakeholders have been hampered by time and funding constraints. To overcome these constraints, this Transportation Pooled Fund (TPF) supports and evaluates collaborative library development. It also enhances existing efforts to develop a national transportation information infrastructure using Transportation Knowledge Networks (TKNs). Library services can be supported locally, but collaboration allows for shared problem solving, resources as well as potential time and cost savings through best practices, defrayed costs and collective purchasing power.

Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):

- The annual meeting was held on 10/19/2011 with a Pooled Fund FY2011 business meeting and FY2012 planning and professional development sessions (<http://libraryconnectivity.org/?tag=annual-meeting>).
- OCLC Cataloging, Resource Sharing and Access subscriptions were paid for New York, California, and North Carolina.
- Planning for the FFY2012 annual meeting was initiated this quarter.
- A group subscription was provided to Cataloger's Desktop and Classification Web for 11 members.
- Four special projects began this quarter: TKN Web Services (web sites and listservs up and in development), New Acquisitions Awareness Tool (planning stage, working with NTL and OCLC), Subscription Evaluation and Purchase (Knoval trial complete, evaluation in progress), Return On Investment Study (planning stage). An investigation to provide an ASCE Library subscription also began this quarter.
- Quarterly TAC meetings with professional development content and business meetings were scheduled.
- All administrative aspects of the study (including four subcontracts) were managed.
- Travel arrangements were made and paid for early registration for the Special Libraries Association conference (July 2012) and TRB (January 2012).
- The subcontracting process for the North Carolina DOT cataloging project was completed.
- All aspects of three cataloging projects were managed through monthly statistical reporting and communication.

- Maintained communication with NVDOT throughout the quarter and provided guidance, documentation technical assistance in preparation for pooled fund participation including OCLC subscription options and budgeting.
- Attended regional TKN teleconferences and presented at 12/8/11 monthly NTL Transportation Librarians Roundtable.
- Member library statistics continued to be reported and systematically collected for future project use.

Anticipated work next quarter:

- Create and implement a marketing plan that coordinates efforts between NTKN, regional TKNs and the pooled fund.
- Continue discussion with ASCE for a group subscription to the ASCE Library including a demonstration and trial.
- Evaluation of resources within budget will be a determining factor in purchasing resources.
- Continue developing and updating the Web site, develop project resources and librarian resources page, develop statistical reporting tool.
- Continue facilitating and managing selected individual member and group projects, including subcontracts and vendors.
- Continue coordinating travel for TRB attendees.
- Coordinate travel and make arrangements for members attending SLA in July 2012.
- Plan FFY2012 Annual Meeting, make travel arrangements, handle logistics and payments, create materials, and invite speaker.
- Initiate OCLC subscriptions for Nevada DOT, Continue management of OCLC subscriptions and payment of invoices;
- Hold quarterly TAC teleconference on 1/19/2012.
- Host educational webinar for Cataloger's Desktop and Classification Web on 2/23/12.

Significant Results:

The FFY2011 annual meeting was held on October 19, 2011 as a four-hour Web meeting with featured speakers and a business meeting.

A group subscription was purchased for two Library of Congress online cataloging resources: Cataloger's Desktop and Classification Web. These tools are aiding our libraries' increased cataloging efforts by streamlining the creation of bibliographic records which will save time and money, and result in higher quality catalog records.

Group special projects began planning and work. An ROI assessment strategy for transportation information services is in the planning stage in partnership with the head of the Northwestern University Transportation Library. Two regional TKN web sites are in development and email lists are up and running; web hosting is secured. We have partnered with the NTL and have begun planning the development of a new acquisitions awareness tool for increased resource sharing and share resources and more targeted use of resources for collection development. A project to investigate and acquire a multisite license to a research tool of the TAC's choice began with a trial of Knovel, and engineering research knowledge base. The evaluation period continues.

Outreach was conducted via the monthly NTL Transportation Librarians Roundtable. A project overview and update was presented along with membership opportunities and benefits.

Subscription access was maintained by pooled fund payments to OCLC, Inc. These subscriptions are indispensable tools for librarians in providing services to department researchers and decision makers.

Circumstance affecting project or budget. (Please describe any challenges encountered or anticipated that might affect the completion of the project within the time, scope and fiscal constraints set forth in the agreement, along with recommended solutions to those problems).

None. The project is on schedule and within budget.

Potential Implementation:

- A group subscription will be implemented for the TAC's choice of an online transportation research resource at a consortium discount and within budget. (Knovel or ASCE Library)
- Two new Web sites for the Eastern and Western TKNs and email lists will be completed and launched.
- Further collaborative applications and tools will be added to the project Web site.
- OCLC subscriptions will be enacted for Nevada DOT.
- Travel arrangements will be made for the SLA and annual meetings, along with a preliminary agenda for the annual meeting.
- A web-based workshop will be held for members using Cataloger's Desktop and Classification Web