IT Steering group meeting #23 -- 13-11-2018

Minutes

Present: Angel, Clemens, Josh, Julie, Sarah

1. **Actions from last time.**

JULEFROKOST DOODLE

https://doodle.com/poll/kwspyur9982dcykw

The date will be Saturday the 8th, 18.00.

People that have not replied to the doodle are still welcome if they can make it.

Actions

- update wiki front page for IT-group: **http://kbhffwiki.org/tiki-index.php?page=Grupper-IT** **(sarah/alex)**
- **ACTION: Sarah goes through the field trip airtable to add features to Trello**
- **ACTION: Julie goes through the old minutes to make sure we didn't forget anything and updates the minutes online on the wiki ⇒ she had feedback in the meeting minutes from mid-sept that should have been transformed into Trello card**
- **ACTION: Alex (Martin) Domain question wiki**
- **ACTION: Angel will discuss with Martin how to prepare the order data transfer**
  - **ACTION: afterwards send new budget to board**
- **ACTION: Alex contacts this person (Marie's boyfriend) to ask the questions.**

2. **Update from board meeting**
   a. IT-group not responsible for fundraising (anymore)
   b. Question about whether to transfer old orders. Board does not want to touch 3a budget again, assume automatic approval of new budget with transfer. (One member opposed to transfer but not his decision)
   c. Budget send by Martin discussed. Board expected more details (what are functions? "People will be able to …") and a total cost at the end, Sarah estimates 68.700kr for phase 3 based on hour estimates. Phase 3a budget increased by roughly 7.000kr b/c of old order transfer
      i. **Action: (Josh/Julie) Flesh out details of phase 3 for board, compile (collaborative) document to hand them at next meeting (Nov 26)**
   d. More details exist in it1-working group google drive somewhere
      i. **Action: make a budget subfolder there**
   e. **Action: Sarah informs board of recalculated overall cost estimate, if necessary also communicates to board that new features after phase 3 will be different from current system: more reliable, nicer user-interface, accessible visa payment,**

gdpr, home-signup right from the start, hence improvement over current system even before phase 4

f. **Action: (Julie -> Martin) Provide board with budget/timeframe for reaching a system that can do more than current system (subscription and flexible orders). This is meant to save us afterall. Martin should make these estimates, board just wants time/cost numbers and commitment (but not binding features)**

3. **Newcomers**
   a. Julie put content of development course in a big googleDoc
      i. Videos still missing (-> Martin)
      ii. **Action: Julie updates the pdf of the minutes of meeting #22 on wiki**
   b. Think of own contributions (unit tests? Git workflow?)
      i. Development guide links:
         https://docs.google.com/document/d/1NLocxs1cKRAXb6fuaNErqjUgOkwLZ2WkfOSwMokiLNs/edit?usp=sharing
         Udvikler website:
         http://udvikler.kbhff.dk/
      ii. **Action: (Clemens) Compare and integrate udvikler.kbhff.dk and development guide, setup scripts**
      iii. **Action: (Clemens/Josh) Integration tests**
      iv. **Action: clean up the git workflow**
      v. **Action: (Angel/Clemens/Josh) set up meeting with dev team**

4. **Fundraising short update**
   a. Crowdfunding prepared for february, also external
5. **Name of IT-system: Alexander calls it Øko-marked or Grøntshoppen**
   a. Also should have an English name
   b. **Action: postponed to next meeting**
6. **Phase 3 kick-off: Trello**
   a. **Action: Julie updates cards and asks Martin if anything is needed to start phase 3 (otherwise green light)**
   b. **Action: (Everyone) familiarise yourselves with Trello cards**
      https://trello.com/b/8PgowcJh/kbhff
7. **Julefrokost - where?**
   a. be Saturday the 8th December, 18.00.
   b. Approx eleven people have confirmed yet
      i. **Action: Julie** Marty has to be invited
      ii. Potluck: Everyone brings food to share
      iii. Potential location: Sarah's.
         1. **Action Julie: ask whether think.dk is available**
8. **Next meeting** (doodle)
   a. Doodle: https://doodle.com/poll/7zmy7ectdh6e34pn
   b. New department KP Nørrebro might cause complications when people are allowed to sign up from home - keep that in mind for new system.