

# IT Steering group meeting #39 -- 23 October 2019

Venue: think.dk lounge

Present: Josh, Sarah, Julie, Martin

## Agenda

### 1. Actions from last time.

Please check the minutes of meeting #38 here to see the status of your actions:

<https://docs.google.com/document/d/1CIDXYh5Gg1aBwsKYgVyZaP27bUirnsEAjB9vAR7Q-Qw/>

### *Budget*

Link to budget:

<https://docs.google.com/spreadsheets/d/11OsAxAhToB-Lt8b941xDZHmwfbajZ6V0m9u0o8a4Poo/edit#gid=205772429>

Plan to work on P3b2 alongside P3c, probably will finish P3b2 first because it's smaller

Budget for 3d & 3b2 not finished yet

Need 3b to be approved and budget for 3b2 approved before coding can start on 3b2.

**Action Sarah:** write a summary of P3b for board approval

**Action Martin:** review budget for 3d and make budget for 3b2

### *Kasse*

**Action Martin:** to also think of a backend view for storing and sharing the data. Is also on trello.

### *Specify availability of products in webshop, prototype*

**Action Sarah:** figure out what Martin needed to figure out regarding specifying availability when adding a new product

It is unclear where this was meant to be in the budget; **Action Sarah:** add it to P3d.

### *Local admin*

**Action Sarah:** figure out what the actions for Martin mean on the previous agenda

It is also unclear where this was meant to be in the budget; **Action Sarah:** add it to P3d.

### *Decisions from meeting #37*

**Action Sarah:** update trello cards with decisions from meeting #37, create card to write text for email every time someone changes the usergroups

### *KBHFF website:*

**Action Sarah:** Speak to Mads about the fundamental CSS is as intended when he worked it out at think. (It's in #it-development)

## 2. KBHFF website - status and things to discuss?

Wordpress content transfer spreadsheet:

[https://docs.google.com/spreadsheets/d/1qpj9UXAACInxG4XkLFKdPpQJ\\_Ad-J5Z00SiTDy1A900/edit#gid=0](https://docs.google.com/spreadsheets/d/1qpj9UXAACInxG4XkLFKdPpQJ_Ad-J5Z00SiTDy1A900/edit#gid=0)

Navigation design here:

<https://docs.google.com/spreadsheets/d/1EdzLqsmPtCuMrvXAq1bT20LICS38NaTVQHedmD7UMSo/edit#gid=0>

Sarah has added notes from a meeting with Martin to the [Using Janitor guide](#)

**Action ALL:** to think about what to do with the bliv medlem navigation point and the sub-pages that are currently under the /medlem controller.

**Action ALL:** think about whether we want to change the layout on mostly-text pages to include some right-hand boxes at one-third width.

**Action Julie:** organise a working session to work on the KBHFF website

To consider at the working session: Do we want afdelinger in the navigation? And whatever other questions Clemens/Julie had.

## 3. Update from dev team

Søren has finished the giant update and Martin has also finished a lot of things. Both are now back and ready to work on KBHFF now. New trainee, Razu, is also preparing to work on the KBHFF project.

## 4. Phase 3b approval possible?

PHASE3B IS APPROVED!!!

**Action Sarah:** to bring bubbles next time

The IT steering group needs to approve the 3b2 budget before it can go to the board.

**Action everyone:** to do this before Friday lunchtime.

Sarah will send Martin's budget for 3b2 and the description of phase 3b to the board.

## 5. Canvas bags are a specific type of products

**Action Julie:** add to next meeting agenda to discuss

## 6. Description of departments:

- soon people will be able to sign up on their own. Do we keep the text saying that intro meeting is the only way to sign up?
- No intro text on dpts page: <http://kbhff.dk/afdelinger/>

We can delete the 2 test dpts

**Action Josh:** delete the departments (delete/move the users first)

**Action Josh:** update the Janitor guide to instruct people not to put anything in the "short description" of a department, but to put a space instead

**Action Josh:** create a Trello card to make the short description non-mandatory.

**7. Text for phase 3**

See document here: [Phase 3 - Copyediting overview](#)

Sarah is following up with Karen to clarify what she has done.

**Action Julie:** add /medlem marketing requirements to the copyediting document

**8. Trello cards ready for steering group review**

**Action Julie:** brings that up to working session

**9. Next meeting**

**Action Julie:** makes a doodle