IT Steering group meeting #40 -- 16 December 2019

Venue: think.dk lounge
Present: Josh, Clemens, Julie, Martin

Agenda

1. **Actions from last time.**
   Please check the minutes of meeting #39 here to see the status of your actions:
   2019-10-22 Agenda and Minutes IT wg #39

Specify availability of products in webshop, prototype
   See
https://trello.com/c/9Mz0F74A/197-p3c-opening-days-and-making-products-buyable-in-the-shops-availability, Martin will look into the design of this in more detail closer to the time when we're budgeting P3d.

Local admin
   Action Sarah: figure out what the actions for Martin mean on agenda #38

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

Action Martin: Update CSS using Mads' suggestions
(https://kbhff-fplan.slack.com/archives/CB9VDQJPN/p1572550321015300)

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.
Decision: Yes, we do want to do so. Trello card:
https://trello.com/c/okbIYeSm/214-website-add-right-column-to-article-text-pages

Action Sarah: to bring bubbles next time

Action Julie: add /medlem marketing requirements to the copyediting document. (We don't understand what this means, have asked Sarah in a comment thread on minutes #39.)

2. **Budget phase 3b2 - and overall**

Budget
   Link to budget: kbhff.dk development estimates
   In the status report to the board (2019-10-24 Update of Plan for the IT-system - phase 3 and onwards), you can see that the total budget for remaining parts of phase 3 is now 46,500. We

collected a bit more than 50,000 from the crowdfunding. The board is therefore happy for us to distribute the remaining 3,500 as we wish - whether to bump up the budget for one of the sub-phases of phase 3 or to save it for X, and Y. Something for you to discuss today. :)

Decision: postponed discussion until we need the money for later phases.

3. Navigation

At the working meeting, the following was proposed:

> *Both Min Side and the public website should have the same navigation, and if you click on "Min Side" while not logged in, it redirects to the login page. The navigation for "Frivillig på arbejde" can be completely different. The link to "Frivillig på arbejde" should be removed from where it currently is on "Min Side" and added to the list of links at the top ("Janitor", "Wiki", "Log In", etc.)*

Martin disagrees: he would like 3 navigations, "public", "medlem" and "på arbejde". He also says it's too early to discuss this issue (we'll have a better idea of what we need to have on the navigation when we've added more features to the site: we might need to add new things to Min Side while implementing later phases).

Decision: leave as-is until it needs changing
Action Josh: Add a "Kontakt" link to the service nav at the top of the page

4. KBHFF website - status and things to discuss?

Wordpress content transfer spreadsheet:
[KBHFF wordpress website content for transfer](#)

Navigation design here:
[Proposed new navigation for kbhff.dk](#)

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

Progress on FAQ?
Razu is working on it.

Action Julie: carry on transferring and organises a working session between 20-22nd December
Action Josh: transfer some news articles and write the Using Janitor guide documentation for this.
Action ALL: carry on transferring

5. Update from dev team
Søren is going to live in Jutland from 1st of Feb. (He'll still be involved in parentnode, working remotely.)
Razu is being trained, working on the FAQ.

Martin points out that "Add credit card payment to butiksvagt payment (bags and indmeldesesgebyr/kontingent) as another tab along kontant/mobilepay" (part of P3b2) is not possible technically, so we're dropping that requirement.

6. CSS for the website

Peter has been assigned to this, trello card:
https://trello.com/c/r4Zad8Yf/213-implement-css-changes-from-mads
(https://kbhff-fplan.slack.com/archives/CB9VDQJPN/p1572550321015300)

7. Canvas bags are a specific type of products

Some products will not be ordered a week in advance: canvas bags are an example, as are flour/honey/etc. in stock in the department.

However, for now we can currently have the bag only orderable a week in advance in the webshop, and members can of course buy bags in the department in the same way as they buy løssalg. Canvas bags are ordered for a particular day and are picked up on that day.

When we have multiple products that can be ordered less than a week in advance, we will implement this feature and allow canvas bags also to be ordered "at the last minute" from the webshop. This won't happen before the end of phase 3.

DECISION: the above discussion

8. Text for phase 3 - progress / urgent needs?
See document here: Phase 3 - Copyediting overview

9. What happens if someone doesn't pay for an order they created?

If someone doesn't pay for an order, then it stays in the system until manually cancelled and the member cannot pay for the bag on the day in the department. The payment deadline is the same as the order deadline (else we can't order the bag from the suppliers). There will be a reminder box on Min Side until the deadline.

Decision: we should ensure it is impossible to order a bag, wait for the deadline to pass, then pay for it (as the bag won't get ordered but the member will have paid for it).

10. Trello cards ready for steering group review

Action Julie: Try to recreate Razu's memberhelp deletion error
- https://trello.com/c/bYnPxyUq

Action Sarah: Ask Mads to remove the "news box" on the payment flowon the prototype.
- https://tf2dra.axshare.com/#g=1&p=bestilling_-_bekr_ftelse_og_betaling__1_
- https://tf2dra.axshare.com/#g=1&p=bestilling_-_bekr_ftelse_og_betaling__1__1

- Trello card:
  https://trello.com/c/ehLS82yZ/182-p3c-clarify-content-of-news-box-on-payment-page

DECISION: We send an email confirming that a user's password has been changed when the password is changed, see
https://trello.com/c/udqq5b32/74-p3-consider-should-an-email-be-sent-to-the-user-when-her-password-is-changed-via-min-side
Action Julie: Is this already the case? Does anything need doing / do we need a card for it?
Action Julie: Put
https://trello.com/c/kGm6DggU/175-p3x-make-a-precise-plan-on-which-members-get-transferred-frivillig-stottemedlem-and-in-what-usergroup on the next agenda.
Action Sarah: Check whether https://trello.com/c/bexs5ccC is budgetted for, and if so, ask Mads to design the page.
Action Clemens: Check current status for signing up, c.f.
https://trello.com/c/Jk4a8s9H/144-p3b2-explaining-better-what-each-membership-is-about-renewal-kontingent-1st-may-explicitly-stated-and-explained, and clarify what remains to be done for this Trello card.

11. Next meeting
Action Clemens: makes a doodle