

AsciiDoc Working Group Steering Committee Meeting Agenda & Minutes

2022-Sept-13

Meeting Passcode: 653514

Agenda Topics	Moderator	Minutes
Welcome, roll call, & quorum	Dan	5
Recommendation and ratification of new WG chair	Dan / Amarantha	5
Announce launch of chat.asciidoc.org	Dan	10
Review/revisit objectives for the year (2022 Program Plan)	Amarantha	
Begin preparations to draft program plan / budget for 2023	Amarantha	
Open floor	Amarantha	5

Attendance

Steering Committee Representatives:

Dan Allen (OpenDevise)
Steve Anderson (Mulesoft/Salesforce)
Jay Bryant (VMware)
Simon Dew (Couchbase)
Jared Morgan (Committer)
Alexander Schwartz (Red Hat, Inc.)
Amarantha Kulkarni (Committer)
Guillaume Grossetie (Committer)

Other Attendees

Paul Buck (Eclipse Foundation)
Abel Salgado Romero (VMware)
Sharon Corbett (Eclipse Foundation)
Matt Peveler
Gary Cheung

Absent:

Tammy Fox (CloudBees)

Welcome & Roll Call

Quorum achieved for the meeting.

NOTE: Running chat for the meeting was captured [in Zulip](#)

Recommendation and ratification of new WG chair

Discussion about chair's term; limit to one year. Recommendation for the new chair from the outgoing chair is Amarantha Kulkarni. The motion to appoint Amarantha Kulkarni as chair was made and seconded with no objections. The vote of the members passed.

Announce launch of chat.asciidoc.org

The new chat system is set up and working. A reminder that the chat is broader than just the AsciiDoc WG. It's a forum created for the AsciiDoc community as a whole to come together, share ideas, and coordinate efforts. It's a space that is sponsored and supported by the AsciiDoc WG. Special thanks to Guillaume for taking the lead to get it set up. We're getting a lot of positive feedback and we're learning a lot about how people are using AsciiDoc.

The official business of the working group must be done on the Eclipse Foundation Working Group email group.

That includes

- Meeting minutes.
- Votes outside of a meeting.
- Announcements.

Chair's comments

The chair's role is primarily a facilitator, helping the working group make progress, including clarifying what progress has been made. In addition, to facilitate the working group to communicate with the larger community.

Frequency of working group meetings

Should we meet more frequently than once per quarter? Should we have a mid-quarter check-in? We will meet in October and November to ensure we get our draft plan ready.

Work tracking

How are we tracking progress on our work? Should we assign specific tasks to individuals?

Review/revisit objectives for the year ([2022 Program Plan](#))

The working group reviewed the timeline. It's always challenging to predict the amount of work necessary.

Regarding [asciidoc.org](#), not only did the site get re-designed, but we were able to create an entire brand identity. That, the chat, and the EclipseCon participation were really the limits of what we perhaps should have tried to take on for the year. So we are learning how to estimate our time and set expectations for what we can achieve.

The remaining things need to be tracked by item so that we can learn from the past for future planning. This also reflects on the chair's comments earlier about tracking progress or assigning items.

Sharon raised two high priority concerns

1. SWAG purchases must happen soon or they will be blocked by budgetary concerns
2. Code needs to be developed in the Eclipse repository
The initial IP check was run and approved. We need to work on getting contributors to sign the agreements, and we can ask the IP team for assistance.

Dan reminded the group that the reason the updates to the AsciiDoc language guide have been going to the [initial contribution repository](#) and not the Eclipse repository is because there were major complications getting the Eclipse repository set up. As a result, the initial repository had to stand in to receive the changes in the interim. It's now necessary for the project lead (OpenDevise) to import the updates as a catch-up contribution. Once that's done, code/docs can finally be developed in the Eclipse repository. It was not our fault that it happened this way. But we have to adapt now that the situation has been rectified.

The specification committee has minimum requirements. The working group will be serving that role, so we need to meet those requirements. A presentation is available at <https://www.eclipse.org/org/workinggroups/documents/practical-guide-to-being-a-working-group-representative.pdf> Dan and OpenDevise are anticipating that they will be able to accelerate this in the future by giving up the chair position.

AsciiDoc MIME registration status - incomplete. Originally the EF had no experience with this, but some WG members have contacts with background in it. The suggestion is to create a new work item to track this. Do we do this year or next year? Amarantha Kulkarni will take this on as an action item. See <https://gitlab.eclipse.org/eclipse-wg/asciidoc-wg/asciidoc-wg/-/issues/5>

AsciiDoc logo registration is in prosecution (normal process). There is a large backlog.

Establish tooling committee status - incomplete. The suggestion is to look for membership from the Zulip #tooling stream. Suggestion is to move this to the next fiscal year. We'd like to make the experience in IntelliJ be available in other tools. Alexander Schwartz will begin the conversation related to the initiative. Eventually this could become a compliance process for tools which would require it being an official committee of the working group. That would likely manifest as a project under the auspices of the AsciiDoc working group.

Compliance program status - not yet started, the specification is required. With the specification requirement, this item is likely to move to next fiscal year. Paul mentioned that we could use the examples of Jakarta and Sparkplug, to create the program. Paul will offer a meeting related to the compliance program.

Language specification - incomplete. There is a lot of interest, and we may have multiple implementations to test against the TCK. Dan is the lead on the specification, Guillaume will take the lead on the TCK.

Begin preparations to draft program plan / budget for 2023

November 4th is a hard deadline for a candidate program plan to be approved by the Steering Committee. Everything is wrapped up by November 18th.

BoF Session at EclipseCon / who will be on site?

Alexander is planning on attending, as is Paul.

Communication Lead

It'd be good to have a communication lead for the AsciiDoc brand / project; Jared will do that and coordinate with Guillaume who has been working on procuring a Twitter handle.

Open Floor

Two new issues posted to the asciidoc-wg GitLab repo related to Brand Guidelines and correct use of trademark symbols with the logo. See

<https://gitlab.eclipse.org/eclipse-wg/asciidoc-wg/asciidoc-wg/-/issues/6> and
<https://gitlab.eclipse.org/eclipse-wg/asciidoc-wg/asciidoc-wg/-/issues/7>

Dan will follow-up on the issues.

Action Items

- Dan will look at issues 6 and 7 related to trademark

Next Meeting

Meeting adjourned!