Eclipse AsciiDoc Working Group Steering Committee
Agenda & Minutes

2020-August-18

Agenda Topics	Moderator	Minutes
Welcome & roll call	Dan	2
Introduce new Partner Members (CloudBees & Red Hat) and representatives on the Steering Committee	Dan	3
Approve minutes from previous meeting (July 21, 2020)	Sharon	5
Announce AsciiDoc Language project creation	Sharon	5
Request to initiate ballot for Committer Member seats on SC	Dan / Sharon	5
Vote on mailing list name for AsciiDoc Language development (proposed: asciidoc-lang-dev)	Dan	5
Present top-level AsciiDoc project proposal	Dan	5
Give status of asciidoc organization on GitHub and asciidoc.org website	Dan	10
Initiate process for program plan and budget development	Dan	10
Open floor	Dan	5
Schedule next meeting	Dan	5

Attendees:

Dan Allen
Lisa Ruff
Jay Bryant

Robert Kratky
Alexander Schwartz
Daniel Mulholland
Matthew Setter
David Jencks
Xavier Coulon
Paul Buck
Jason Porter
Robert Panzer
Abel Salgado Romero
Sharon Corbett

Steering Committee Representatives:

Dan Allen (OpenDevise) (Committee Chair)
Jay Bryant (VMware)
Robert Kratky (Red Hat)

Absent:

Amarantha Kulkarni (Couchbase)
Tammy Fox (CloudBees)

Minutes:

Welcome New Partner Members

Dan Allen (Chair) kicked off the meeting by welcoming everyone and introducing the latest two partner members of the working group namely; CloudBees (Rep: Tammy Fox) and Red Hat (Rep: Robert Kratky). Welcome CloudBees and Red Hat!

With these latest two additions the Working Group now has a total of 5 Partner Members. Others are welcome to join now or at a later date.

Approval of Minutes

Resolved, the Minutes from the July 31, 2020 meeting were unanimously approved.

Asciidoc Language Specification Project

The project proposal has gone through community review and has been approved for creation. This [Bug](#) tracks the progress of the process. Now that the project is approved, this is where the technical work will begin on the specification, TCK, and compliance process. Technical conversations can now shift to the mailing list which will be created as part of the project creation.   Furthermore, project creation brings committers to the project and these individual committers are able to be included in an election to become part of the steering committee as committer representatives. The initial list of committers identified to kick off the project have their work included in the initial contribution, which is how those individuals were chosen. It's not all committers who will work on the project, as more can be added over time, but rather an initial seed to get the project started.   Next steps is to create the intellectual property ticket known as a contribution questionnaire (CQ) in order to obtain the green light to begin work in the Eclipse project repository.

Committer Representative Elections

Dan brought forward the request to initiate an election for the Committer Representatives on the Steering Committee. Sharon pointed out that It would seem prudent to delay the kick off of these elections as there are still two or three initial committers who have yet to submit legal paperwork. As a result, it was agreed to delay and announce the election kickoff at the next Steering Committee meeting. In order to be nominated or to self nominate each individual must first be a project committer.

Sharon provided an overview of the election phases; announcement, nomination phase, candidates standing, ballots, count, results. These phases each typically last 10 days but can be shortened to 5 business days based on steering committee feedback. The communication around this effort will be conducted via the asciidoc-wg mailing list.

Resolved, the Steering Committee agreed to delay the Election Kick Off until next meeting.

Mailing List Name for AsciiDoc Language Project

Choosing the mailing list name has been done with caution in order to ensure there's no confusion between the development of the language and specification and all things AsciiDoc.

The original mailing list name was asciidoc-dev (as chosen automatically by Eclipse based on the project handle for the proposal). Since there was concern about this causing confusion about this being about all things AsciiDoc, Dan requested that the name be changed to asciidoc-lang. Dan then consulted the asciidoc-wg mailing list (which he admits he should have done first) and discovered that the feedback

from the working group was to use the name asciidoc-lang-dev instead (see
https://www.eclipse.org/lists/asciidoc-wg/msg00170.html). Dan raised a motion to determine if there
was any objection to the proposed new name.

Resolved - the Steering Committee approves the mailing list name of asciidoc-lang-dev.

Top Level Project Proposal for AsciiDoc (TLP)

The project creation made it clear the AsciiDoc Language Specification Project has been created under
the Eclipse Technology Top Level Project. This is typically where new projects land, such as the AsciiDoc
Language Specification Project, but leaves it isolated. The group is aiming for this to be a much broader
initiative that includes many more projects. There's also a need to govern the top-level AsciiDoc
resources such as the asciidoc organization on GitHub. This will be hard to accomplish under the Eclipse
Technology Top Level Project, where the projects will be too loose knit. As such, Dan submitted a
proposal for the creation of a Top Level Project for AsciiDoc itself envisioning this TLP being an umbrella
host for the main website itself (asciidoc.org). The proposal lays out all these points in greater detail.

The proposal for the AsciiDoc TLP has been submitted to the Eclipse Foundation for review. Once
cleared, the proposal will be made publicly available.

AsciiDoc Github Organization

There have been two main places where source code for AsciiDoc has lived on the internet:
 https://github.com/asciidoc and https://github.com/asciidoctor/asciidoctor

Over the years these two organizations have existed in a friendly parallel manner, but we're trying to
bring these together under a shared spec and tie up loose ends. So where should the work be done?
The asciidoc organization on GitHub is the logical choice, but there are existing projects there such as
https://github.com/asciidoc/asciidoc-py3, that we need to decide how to handle. Dan reached out to
the current owners and creators of the org (which includes himself) and the conversation was very
positive. The creators and tenants of the asciidoc organization are open to moving projects to another
organization if necessary to leave room for the spec project, implementations, and website to move in.
Something to consider is what to do with the asciidoc/asciidoc project as it's in an archive state; moving
it could be disruptive to existing links and downloads. Dan will work with Eclipse to determine what's
feasible and what options are available with respect to GitHub repositories.

Dan to provide a status update when consensus is received from current owners and the Eclipse
Foundation. Dan put forth a motion about this idea of using the asciidoc GitHub org for where the
AsciiDoc Eclipse projects would live. This would include implementations as well not just the

specification. It's unclear at this time if other non-Eclipse projects could give in the same repository or not - TBD.

Resolved, there were no objections raised with the idea but more information is required.

Program Plan and Budget Development

Dan will reach out to the mailing list shortly looking for volunteers to form a task force with respect to this effort (See https://www.eclipse.org/lists/asciidoc-wg/msg00190.html). You'll recall from the last meeting, Paul Buck of the Eclipse Foundation gave a really good outline of the program plan being backed by the budget. This is one of the main tasks of the Steering Committee this year in order to determine working group fee structure based on activities and deliverables. November 1st is the deadline for this work. The steering committee will look to the Eclipse Foundation for examples and guidance. The Eclipse Foundation takes care of determining fee structures (to support the budget). When the fee structure is in place, the charter and the participation agreement will be updated accordingly. Paul Buck confirmed the approach seems reasonable and also confirmed that some funding is required by the Eclipse Foundation to offset costs related to the working group for intellectual property, specification work, and marketing.

Sponsorship Funding

Dan acknowledged that individuals and companies have approached with respect to donations rather than joining the working group at this time. In particular, Asciidoctor project could possibly put forth a donation to match fees, etc. Legalities to be sorted out to make that happen. Dan asked if alternative sources of funding is something that can be accepted. Paul Buck confirmed that the Eclipse Foundation has a process to handle sponsorship funding.

Open Floor

Dan opened the floor to attendees to raise any questions or topics they would like to discuss.

- AsciiDoc organization on GitHub and if different points of entry could be a problem was raised for discussion if the determination is that only Eclipse projects can live there and/or whether or not this could be an umbrella org. Dan confirmed that is unknown at this time which will determine if one or two organizations will be required. However, the thought process at this time is that there will be a place on GitHub for non-Eclipse AsciiDoc projects to live.

Action: Dan to investigate and update the working group at the next meeting.

- Initial Contribution what will it look like?   Will it be all things under the charter or something different? Dan indicated the initial contribution will be the documentation for the language itself. The specification will be written from scratch and will be more technical. Specification writers will be referring to the documentation in order to develop the specification.   Dan will be working over the next couple of weeks to polish it for intellectual property approval.

Next Meeting

The cadence of two weeks seems to be working for the time being. As a result, the next meeting will be scheduled for September 1 (same time slot and zoom). Key agenda items will be budget process (main task), top level project proposal status, and AsciiDoc org on GitHub.

Resolved, there were no objections raised to the next meeting date.

Meeting adjourned!

_____