Eclipse IDE Working Group
Steering Committee Meeting Minutes

May 4, 2021

Agenda Topics	Moderator	Minutes
Review and Approve Steering Committee Minutes April 20, 2021	Pradeep	5
Walk Through Working Group Draft Charter Changes	Ralph/Sharon	15
Approve Working Group Charter Resolution	Pradeep	5
Approve invitation to existing Eclipse Foundation Planning Council to be representatives of the Eclipse IDE Working Group Planning Council Resolution	Pradeep	5
Planning Council Chair & membership (PMC reps & Strategic)	Wayne	5
Elections for Committee Representatives	Sharon	5
Steering Committee Meetings (Open or Closed)	Pradeep	5
Program Plan and Budget Process introduction for the Steering Committee	Paul	5
Review 30-60-90 Day Plan	Paul	5

Attendees

Steering Committee Members:
Quorum 3-4

- **Pradeep Balachandran (IBM)**
- **Sebastian Ratz (SAP)**
- **Manuel Bork (Yatta)/Frederic Ebelshäuser (Yatta)**
- **Mark Goodchild (Renesas Electronics)**

Steering Committee Regrets:
- **N/A**

Supporter Members:
- **Remi Schnekenburger (EclipseSource)**
- **Jonah Graham (Kichwa Coders)**
- **Martin Lippert (VMware)**

Committer Members:

- **Andrey Loskutov**
- **Ed Merks**

Other Attendees:
- **Abdul Rahiman Imran (Bosch)**

Eclipse Foundation:
- **Ralph Mueller**
- **Paul Buck**
- **Wayne Beaton**
- **Sharon Corbett**

Minutes

Committee Meeting Minutes Approval

RESOLVED, the Eclipse IDE Steering Committee unanimously approves the Minutes of the April 20, 2021 Steering Committee meeting.

Charter Approval

RESOLVED, the Eclipse IDE Steering Committee unanimously approves the Draft Charter as presented. FURTHER RESOLVED, the Eclipse IDE Steering Committee approves the Charter as Version 1.0 Final

Action: Sharon will finalize the charter changes and seek executive director's approval to publish to explore.php.

Invitation to existing Eclipse Foundation Planning Council to become representatives of the Eclipse IDE Working Group Planning Council (Reparenting within the IDE Working Group)

RESOLVED, the Eclipse IDE Steering Committee approves the motion to extend membership of the existing Eclipse Foundation Planning Council as representatives of the Eclipse IDE Working Group Planning Council.

Planning Council Chair and Membership
- Planning Council will need to designate a representative at the Steering Committee Level.
- Planning Council requirements remain "as is" at this time from a membership and operational perspective.
- Jonah to discuss with the Planning Council May 5/21 as per scheduled Planning Council meeting (**Action: Jonah**)
- Will the current Planning Council Chair remain as Chair?   Important as the planning council represents within the working group. Could be joint sessions or additional meetings..
- Review data to determine PMC Membership and adjust accordingly (**Action: Wayne**)

Elections Kick Off

Resolved, Steering Committee approves to initiate the elections to kick off filling one Committer and one Support member seat at the Steering Committee Level.

Steering Committee Meetings Open or Closed
- It was agreed at this time for the calls to remain open to existing members (interested members) until the seats are filled at the Steering Committee level.
- At that time, a decision can be made to which calls will be closed and/or private.
- One Option for consideration: Closed with General Assembly calls once a quarter

Program Plan and Budget Process Introduction
- Paul introduced the Program Plan and Budget process overview (examples will be sent out before next meeting) as this topic will be an agenda topic for next meeting (**Action: Sharon**)
- Program plan identifies what is to be accomplished in the next 12 months (end of year) and what initiatives are to be funded by the working group and draws the connection between the program plan and budget based on fees collected from membership and sponsorship.
- The budget implements the objectives of the working group. EF provides funds to implement the objectives based on revenues.
- Program Plan aligns with the vision and scope of the working group charter.
- Program plan developed by steering committee with input form the planning council
- Quarterly objectives to be reviewed by steering committee
- EF provides a quarterly financial report

Resources and Services
- Should anyone not have access and feel they should, please request access
- GitLab instance requested whereby the steering committee will collaborate on issues/objectives (private instance for now) (**Action: Sharon**)

Meeting Adjourned!
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