Date: 27 Nov 2018
Topic: Samvera Documentation WG
Time: this is a recurring meeting Meet anytime

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Facilitator: Andrew Myers
Notetaker:

Attendees (please log

• Bess Sadler
• LaRita Robinson

Agenda / Notes:

1. Add additional agenda items if needed.
2. PR review and merge:
   a. https://github.com/samvera/samvera.github.io/pull/376
      i. after looking at this locally, it looked a little funky because of it's size and the background it was on, so we made it bigger, change the background of the header, and adjusted styles to look good with the new white background.
      ii. Johannes Frenzel came back with a requested change that Andrew Myers will follow up on.
   b. https://github.com/samvera/samvera.github.io/pull/374 (merged, thanks Chris Diaz)
3. Discussed the future of this WG for a bit.
   a. There isn’t much energy in it anymore, but plenty of work remains.
   b. Nobody seems to have cycles to devote outside of the meetings
   c. Turning the meetings into bi-weekly hour-long work sessions seems to be the most productive thing we can do until a more concerted effort put forward.

Action Items (carried over from last week)

☐ Cross linking - Call out external sources of documentation, with a brief descriptions of what they’re talking about.
  ☐ For each external source, spend 1/2 hour or so, to identify a good spot for a link back
  ☐ Contact person who manages external documentation source, and ask them to put the link.

☐ Categorize all pages under the following:
  1. Community
  2. Users
3. Developers
4. Admins
   • At the next meeting, we see how well those categories are suited, if we need different categories
   • The purpose of the top-level categories is to better define the information architecture of the site.
   • We want to identify audience (e.g. Developers) and/or process (e.g. Testing)
   • Structurally, the home page will be replaced by a more modernized page displaying the top-level categories, and maybe a brief description of each.