

## Meeting notes:

Participating: Steve Baskauf, Niels Klazenga, Rebecca Snyder

### *I. Reporting on items from the previous meeting*

#### *A. Steve: progress on cleaning up documentation.*

- See [Issue #104](#) about repository management.
- working in a [branch called "document-conversion"](#)
- I'm assuming we are going for the simplest approach on documentation: Markdown only (vs. HTML) and straight in the AC repo (vs. the github.io website option).
- [new directory called "doc"](#) (ultimate home of all AC docs; follows proposed URI pattern for all TDWG documents: `/ac/doc/name`)
- [new directory called "code"](#) with Markdown [header](#) and [footer](#) templates
- Python [script](#) to pull data from the TDWG [rs.tdwg.org](http://rs.tdwg.org) repo to dynamically generate the terms metadata table as Markdown. For the time being, using [this CSV file](#), but ultimately will pull data from several files. (same approach as Darwin Core with new Quick Reference Guide)
- More work necessary on both the underlying metadata tables and the script
- Other documents will probably just need to have their Markdown manually edited. See for example the [direct Github-flavored Markdown Pandoc export of the Structure document](#).
- Hope to have this done (at least as a draft) by the meeting in August.
- Eventually merge the document-conversion branch to the master branch to "go live"
- Haven't really worked on the RDF issues, but they are related to the underlying metadata that also drives the generation of this document.

#### *B. Rebecca: identifying audio and video stakeholders*

Chartering a task group would require identifying someone willing to serve as convener.

Such a task group could focus on either audio, video, or both.

Action item: identify some people with vested interest who might be core members of a task group. We can also assess interest and identify other potential core members at the workshop. At the TDWG meeting we can assess whether there is sufficient interest to try to move forward with chartering a task group.

#### *C. Doug: progress on 3D task group charter*

[Doug wasn't participating in the call.]

*II. Planning for AC workshop (90 minutes) at TDWG NZ meeting: Niels*

Introduction about AC (explanation - Steve? with contributions by Rebecca, Bob probably won't be attending). Note that this would have to be pretty basic since some participants (particularly SPNHC participants) may have little or no experience with Audubon Core.

Someone from either GBIF or iDigBio talk about the IPT extension for images (limitations and usefulness)

Talk about using Linked Data applications (Steve - 5 minutes)

Contributed talk about 3D (insect collections)

Talk about audio and video needs/use cases?

maybe 30 to 45 minutes discussion.

*III. Set time for next meeting.*

2018-07-25 at a good US/AU time since Niels will be back in Australia by then. Steve will check his earlier emails to see what that time was.

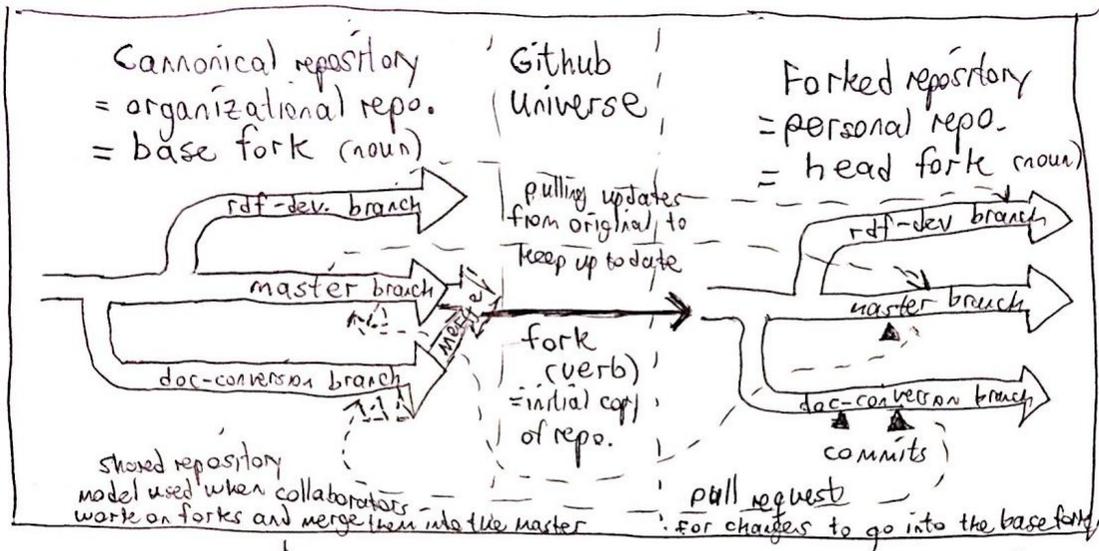
**Action items for next meeting:**

Reporting on progress on the same issues as in this call.

Find out about the scheduled time for the annual IG meeting (at which we will focus mostly on going through whatever issues haven't been closed by then). So we can assess where we are on culling issues by that time.

Continue planning for the workshop.

A little diagram of Github processes and terminology:



Fork and pull model used when an individual is set a collaborator in the organizational repo.

clone (verb)

