

First Elmer/Ice Developer's committee meeting – 09 June 2022 – Held on zoom

Present: Samuel Cook (IGE, France), Peter Raback (CSC, Finland), Olivier Gagliardini (IGE, France), Fabien Gillet-Chaulet (IGE, France), Rupert Gladstone (Arctic Centre, University of Lapland, Finland), Thomas Zwinger (CSC, Finland)

Minutes:

The Elmer/Ice Developer's committee (DevComm) is created this day.

It is composed by Samuel Cook (IGE, France), Peter Raback (CSC, Finland), Olivier Gagliardini (IGE, France), Fabien Gillet-Chaulet (IGE, France), Rupert Gladstone (Arctic Centre, University of Lapland, Finland), Thomas Zwinger (CSC, Finland). The DevComm will approach few more persons but consider the number of persons in the DevComm should not be increased too much (Josefin Ahlkrona was approached and agreed to be part of the DevComm).

It is planned to organise the next Elmer/Ice users meeting end of November (5-8pm CET) online, followed by a DevComm meeting in the following days.

It is planned to organise the next Elmer/Ice beginner course, Monday 24 & Tuesday 25 October 2022 just before the IGS North Branch Meeting in Uppsala. The organiser, Rickard Pettersson has already agreed about being the local organiser and already booked a room for the course.

It is decided to advertise the Elmer/Ice user community about the existence and mission of the DevComm by the following actions:

- Describe the DevComm (members and missions) on a dedicated page of the website
- Link it to a dedicated page on the wiki on which the minutes of the DevComm will be made available after each DevComm meeting.
- Rupert agreed to be the official contact for the user requests

The DevComm agreed that we should work on the best practice to communicate recent developments (either related to Elmer or Elmer/Ice) to the Elmer/Ice users. It is suggested to try a Newsletter that would regularly summarize the recent developments and point to associated examples. Elmer/Ice user meetings are also a good place to present the new developments.

Below are listed the responsibilities of the DevComm:

- Members of DevComm should meet once or twice yearly, physically or virtually, to co-ordinate developments
- The user representative is responsible for collecting user feedback at user committee meetings and reporting it to DevComm meetings
- Meetings should seek to co-ordinate developments across the entire Elmer/Ice community, and to take into account user feedback when prioritising development efforts (note: DevComm is not required to follow user feedback, but should ensure it is considered as one element in the planning process)

- After DevComm meetings, a summary should be circulated to all attendees and committee members
- All DevComm members are responsible for reviewing pull requests made to the main Elmer/Ice GitHub repository to ensure they meet coding standards (clear, indented code; useful comments; etc.) and do not conflict with existing model functionality – one DevComm member should be assigned to each new pull request to ensure this
- In addition, DevComm members are responsible for ensuring their own developments meet model best practice (note: DevComm members cannot review their own pull requests)

This list is certainly not exhaustive and might evolve in the future.