

WMFO 2010 Fall Staff Meeting  
Sunday September 12th, 2010  
7:00 PM - 9:00 PM  
Pearson 104

Dear WMFO Staff,

Thank you to all of you who attended the meeting this evening. There were a few minor items we neglected to cover at the meeting. They were:

- **Fall Schedule:** The fall schedule will **go into effect at 12:01 AM on Sunday, September 19th**. Show request forms are due under the GM door **by noon on Wednesday, September 15th**. Scheduling forms are attached to this e-mail and available on the filing cabinet in the lounge. Please staple forms together before submitting them under the GM door (there is a stapler on the filing cabinet in the lounge).
- **Want to Train?:** (From Garrett, our training coordinator) As WMFO gears up for our new semester of programming, we have the opportunity to welcome new members to our station. In order to ensure that 'MFO is successful in the future, we have to take it upon ourselves to get the new DJs off on the right foot. The past few semesters have seen crowded training groups, and we'd like to have more DJs answer the call to help the new DJs get the most effective and personal training experiences that we can offer. If you're interested in helping train new DJs, email me at [training@wmfo.org](mailto:training@wmfo.org). Training time counts toward your volunteer hours and will require you to train for three weeks of your show in early October.
- **Need an (Audio) Engineer?:** We are fortunate to have a growing and talented audio engineering pool to assist you with your on-air needs. If you would like to have an artist perform live on your show, we can provide the engineering staff to make it happen. To request an engineer, please send an e-mail to [wmfo-engineers@googlegroups.com](mailto:wmfo-engineers@googlegroups.com) at least two weeks before the tentative performance date. An engineer will respond confirming his or her availability and you can book the date with your artist. Please wait to confirm with an engineer before finalizing a date with your artist to insure that we are available to help out.

Additionally, the following information was covered at the meeting:

- **New E-mail Lists:** We have switched to Google Groups as our newsgroup provider. Please join the new groups as soon as possible. For information on all of the new groups, see our wiki page here: [https://wiki.wmfo.org/Staff\\_Info/Staff\\_Newsgroups](https://wiki.wmfo.org/Staff_Info/Staff_Newsgroups). Note that the [wmfo-freeform](#) group replaces the previous [wmfo-discuss](#) group as a place for WMFO DJ banter, unofficial tips, and shameless announcements. Consider joining it to insure you stay up to date with everything WMFO has to offer. We also have a new [wmfo-performers](#) list to send out announcements from performers who are looking for air time. If you want to host live acts on your show, join up with this group.
- **New Website Credentials:** If you did not sign up for an account in the new website and wiki at the meeting, please e-mail [webmaster@wmfo.org](mailto:webmaster@wmfo.org) with your name and e-mail address to get [wmfo.org](http://wmfo.org) and [wikiWMFO](http://wikiWMFO) accounts. We will e-mail you your login and

password by next week. You will want these, more details below.

- **Bloggers:** We are looking for individuals to blog for the new website. Anyone interested in writing music reviews, concert reviews, Freeform banter, or just about anything else should e-mail Matt at [newmedia@wmfo.org](mailto:newmedia@wmfo.org) with your name, e-mail, and area of interest.
- **Special Election:** Congratulations to Chris Smith and Charles Parsow, our new WMFO [Business/OTS Directors!](#)
- **Hall Monitors:** Two of our hall monitor systems are back online and more are coming soon. Control the volume with the silver knobs built into the walls of each room. These play the air feed, so if you're hearing static, something is wrong.
- **Studio B:** We installed new counters and refitted Studio B. Host a live band to have an excuse to check it all out.
- **MD Office:** The MD office has been reorganized and cleaned. Join the [wmfo-music](#) Google Group to get involved and enjoy all the new space.
- **New Web Architecture:** We have some new web architecture. For all the details, check out [https://wiki.wmfo.org/Staff\\_Info/Staff\\_Websites](https://wiki.wmfo.org/Staff_Info/Staff_Websites). Thanks to Marshall, PJ, Ben, Tom, and all out beta testers for their help this summer.
- **New wmfo.org:** The new [wmfo.org](#) is up and running. This website is designed to provide a variety of services to our listeners. The biggest change is where the archives are located (they are now part of the schedule) and the use of embedded players for both the stream and archives. We are looking for your feedback and are still tweaking the site. Tell us what you think at [webadmins@wmfo.org](mailto:webadmins@wmfo.org).
- **New wikiWMFO:** We now have a wiki for the everything you ever wanted to know about wmfo. Check it out at [wiki.wmfo.org](#). Once you have an account, you can earn volunteer hours by helping us edit it.
- **DJ Portal:** The new DJ portal is still under development. This will eventually provide you with all the tools you need while you are on the air. Log in to [wmfo.org](#) and keep an eye on the DJ tab for more information. As always, we welcome ideas for the portal at [webadmins@wmfo.org](mailto:webadmins@wmfo.org).
- **DMCA:** To protect the station from legal action, WMFO's new web structure is in compliance with the Digital Millennium Copyright Act. This means that the archives are no longer available for public downloads, but they can be streamed online for two weeks. WMFO staff may still access the full 8 week archives and download them for personal use only by logging into [wmfo.org](#). Re-posting WMFO archives for public download violates the DMCA and exposes both you and the station to legal action. Please avoid doing this. If you have questions about the DMCA (or wish to contribute to seeing it repealed), please visit the [CBI](#) or [FRA](#) hompages.
- **New Music Changes:** The new music shelves will be switching to a date based, common genre system. Individual genres will be colored coded in an expanded set of shelves organized by release date. Stay tuned for more information, or join the [music department](#) to help us set the new system up.
- **Bad Rock Leaving:** The "Bad Rock's" time on this earth is limited. Go through it before the end of October and move anything you feel the station should keep to the empty "Good Rock" drawer on the other side of the CD racks.
- **PSA Help:** We need a volunteer to help Ed add the PSAs to Rivendell. Contact [edward@slidingrock.com](mailto:edward@slidingrock.com) for more information.
- **Semester Volunteering:** There are a multitude of ways to volunteer this semester. We

will be holding regular volunteer days from noon-5 PM on the second Sunday and the fourth Saturday of each month. Additionally there are weekly volunteering opportunities each week. 8:00 PM - 10:00 PM on Tuesday is our weekly Operations workshop. Come by to help us clean, build, and repair WMFO stuff. No experience is necessary. 6:30 PM - 8:30 PM on Thursdays is our weekly content creation session. Come by to help us make videos, station IDs, and other WMFO themed content. 5 volunteer hours are required per full DJ per semester. More volunteering gets you a better showtime.

- **Questions/Comments:** Questions or comments can be directed at [me](#) or the entire [Executive Board](#). We always welcome your feedback, so tell us what you think. Additionally, this semester's Exec Board meetings will be Thursday evenings from 9:00 PM to 10:00 PM. If you would like to see what we're up to or have something you'd like to say in person, [drop us a line](#) and we'll arrange for you to come to a meeting.

Please let us know if you have any questions. And get your show sheets in by noon on Wednesday.

Sincerely,  
Andy Saylor  
[WMFO General Manager](#)  
[andy@wmfo.org](mailto:andy@wmfo.org)