

- Michelle - Scheduling
 - New Show/DJ Forms - Forms can be found here: https://wiki.wmfo.org/Staff_Info/Staff_Meetings/2011-Summer_Meeting Old versions of the forms will no longer be accepted. **Please fill out the forms completely.** Please put your name on both forms.
 - Forms Due under the GM door on Wednesday, 5-11 at 11:59 PM
 - New Schedule In Effect at 12:01 AM on Monday, 5-16
- Andy - Scheduling Process
 - Rank Calculation - We determine the order which we assign show by a linear rank. Seniority and Volunteer hours most significant. Adherence to policy and good press for your show also weigh in. The more volunteer hours you have the better your rank.
- Ben - Visualizations - Available on wiki at https://wiki.wmfo.org/Staff_Info/Scheduling. The areas in red went first followed by blue. If you do not have a red time now odds are you won't get one unless your rank has significantly improved. Please keep these in mind when selecting show times.
- Michelle - Updates - these policies have been posted/updated on the wiki at https://wiki.wmfo.org/Staff_Info/General_Policies. Please familiarise yourself with them as there are significant consequences for failing to abide by them
 - Profanity - callers are considered your guest you will be held accountable for their actions on air. DJ's are not allowed to swear ever. Music only during 'safe harbor' and then use good judgment. What is/is not okay is at the discretion of the exec board.
 - Drugs/Alcohol - Don't have them, be on them, or imply you are on them while in the station.
- Matt - Updates
 - Volunteering - hours must be logged within 1 week of the date they occurred. If it is not a sanctioned wmfo volunteering event you must have it pre-approved by the Volunteer Coordinator.
- Alex - MD - lots has been going on: CMJ is back, ripping moving along, genre directors met after meeting to discuss their duties.
- Andy - Updates
 - Studio A Changes - just about finished; a little touch-up painting left. Please do not write on the furniture, equipment, red, green, or white walls. The mural is ok and so are the window shades (until we replace them)
 - Phone - please don't take it off the wall, can be answered from the board, we are looking in to the volume issues.
 - DMCA - nothing new here just keep following the rules.
 - New Business Cards - are there for your use, feel free to take and use as you need.
 - New Card Readers - the access cards deactivate if you do not use them at least once a month. if you never need to use the RF readers make a point of tapping your card monthly to retain access for when the front door is locked. If you had access and recently lost it or normally have access but can't get through the front

door; call public safety first and they should be able to fix it. If not call us.

- New Leadership - the new exec board will be taking over shortly. Thank you to all of our departing members. Andy will be receiving a plaque.
- Summer Leadership - Jesse, Chase, Michelle and a few others will be around this summer.
- Summer Plans
 - Training - If you have not been trained as a DJ yet and wish to have a show this summer; we will be running a training session. Contact training@wmfo.org
 - Ops work, Volunteering - Once Jesse figures out his schedule he will announce volunteer days and ops work; stay tuned. If you're looking for work contact the Volunteer Coordinator at volunteer@wmfo.org
- Future Plans
 - Studio C, Concerts, Phones, Etc - lots of cool stuff is always happening with wmfo. We hope to begin work to bring studio c online this year and to up grade our phone systems. After the success of this past years concert series we hope to put on a few shows next year that are more directed to the larger community.