Staff Business

- Staff Meetings
- Discord Permissions Policy

Staff Meetings

What are they?

The staff meetings are important times to discuss the business of the community, make important decisions, and ensure the community is growing and being active.

When are they?

Every other Saturday at 7pm EST.

Who must attend?

Officers

All **officers** are required to attend **two thirds** of the meetings every quarter (4 / 6 quarterly meetings).

If an officer cannot make the meeting they need to try to get at least one of their Crew Members to fill in for them.

Crew Members

All Crew Members are **welcome and encouraged** to attend but **are not required**.

Discord Permissions Policy

Officer Permissions

The **Officer** tag is the primary tag used for permissions to all officer positions. This tag gives the user access to the entire **LH Staff** and **Server Management** sections of Discord.

All **Department Officer** roles are to designate which officer position the user has so the community knows exactly what role the officer has.

Crew Member Permissions

The **Crew Member** tag is given to all crew members and grants access to the **Staff Wardroom** channel in the **LH Staff** section of Discord. No other permissions are granted by this tag.

All **Department Crew Member** roles will grant the crew member access to the **department specific channel** within the **LH Staff** section of Discord. Also the Department Crew Member role will grant access to the appropriate channels in the **Server Management** section of Discord.

Summary

The summary of this is that all Officers will have access to all department specific channels. Crew Members will only have access to their department specific channels, and then also the Staff Wardroom.