

**Agenda / Minutes for the meeting of the executive
Canadian Freelance Union**
Zoom Link for meeting canadianfreelanceunion.ca/zoom

Sep 12, 2019 @ 1:00 PM EST

1. **Present:** Ethan, Michelle, Nora
Regrets: Mohammad
Guests: Raul, Paula, Roxanne
Guests regrets:

2. **Review of agenda**

3. **Approval of minutes from previous meetings**
 - a. [July 18](#): M/S/C: Nora/Michelle/Carried
 - b. No meeting in August

4. **President's report**
 - a. Had a conversation with Unifor about IFJ press card process. Proposed Unifor take on the full administration. Not resolved.
 - b. Worked to fix members directory page so it displays member bio and website details in advance of the Unifor convention.
 - c. Worked on the template contract. See below for details
 - d. Wrote a blog post [about why RFPs are bad](#)
 - e. I will not be pursuing reelection at the AGM. Work for a smooth transition must begin. I look forward to serving in the role of Past President to help with the transition.

5. **Treasurer report**
 - a. Still working to get the Alterna account up. Nora gave a bunch of technical updates.
 - b. Once I have access to the account, we will transfer money out of Paypal into the new account
 - c. Nora will draft policy that gives members a framework to participate in conventions and conferences when CFU pays for it, including a request for reportings.

6. **Coordinator report**
 - a. Communication to members re updating directory and supporting profile updating on website
 - b. Pulling together preparatory material for and meeting with Alterna to open new account
 - c. Member support with client issues. Member issue has been resolved. Next step

is looking at possible union drive

- d. Creating of contract template space on website
- e. Pulling report and call hub calling of members whose membership expired over the past 3 months.
- f. Planning meeting with Organizer out west for a recruitment campaign in Oct.
- g. General support to members for CFU press cards, membership issues, renewal issues etc.
- h. Researching and contacting possible board members
- i. Worked on member retention issue re: upset with heavy Liberals presence at Unifor convention

7. Report from Unifor / organizing report

- a. Current numbers: 164 (+1 change from July meeting)
 - i. Raul is going to refresh the followup calling with recently expired members
- b. Member Organizers
 - i. Current: [2019 Organizing plan](#) is in process
 - ii. Membership drive this fall?
 1. [Report from last year](#)
 2. Roxanne will work on some sort of reward for joining
 3. The consensus was that having a concentrated period to get people to join
 4. Paula and Raul will draft up a plan for consideration by email
- c. CLC / Unifor issue
 - i. Nothing to report at this time
- d. Issues with Press Cards
 - i. Issues have been resolved. It was agreed that CFU will continue to support the IFJ process.
- e. Member Organizers for the Federal Election
 - i. As far as Ethan knows, the members we put forward for Ontario were never contacted. Paula was contacted for the Prairies and has been rolled into the campaign.
 1. Roxanne will followup

8. Old business

a. Template contract project

- i. Ethan found a developer who can implement an interactive system outside of Canada and outside of the membership. Offers were made to the members twice but there was little interest/capacity to do this work..
- ii. MOTION: Reauthorize expenditure of \$1000 to pay a developer to build the system. They do not need to be a member of the CFU.
 1. M/S/C: Ethan/Nora/Carried

b. Rate card project

- i. Assignment from last meeting Mohammad will work on a draft document.
- c. Committees**
 - i. Communications
 - 1. Nothing to report
 - ii. Grievance support
 - 1. Work is continuing as detailed in Raul's report above
 - 2. Nora and Raul are going to write vinettes about successful cases
 - iii. Growth committee
- d. Online store for CFU Branded Swag**
 - i. Contract signed with Verge Marketing for graphic design work. First drafts expected the week of September 16.
- e. Delegate to Unifor National Convention, August 19-23, Quebec City**
 - i. Mohammad will be submitting a report.
 - ii. Michelle will reach out to Lana within the next two months or so.
- f. Legal Support Service Update**
 - i. Mohamed was not present to report
- g. Proposal: Strategic retreat meeting**
 - i. Given the change in leadership, Ethan is withdrawing this idea.
- h. College PIRG "New Student Organizing Project" Endorsement**
 - i. Mohamed was not present to report
- i. CALM Mini-Conference in Ottawa**
 - i. CFU registered three delegates. Two cancelled last minute, but a fourth CFU member had attended on her own. CALM applied one of the delegates who didn't attend's fees to the fourth individual.
 - ii. The next

9. New Business

- a. By law edits**
 - i. Raul and Michelle will meet to finish reviewing the bylaws
 - ii. They will produce a summary of the list of changes
- b. AGM**
 - i. Date
 - 1. November 21, 2019
 - ii. Elections & Nominating Committee
 - 1. Raul, Ethan will lead
 - 2. Will send out a message to members to ask for volunteers

10. Regional director reports

- a. Atlantic Canada**
 - i.
- b. Quebec**
 - i.
- c. Ontario**
 - i.

- d. Prairies
 - i. Position not filled
- e. British Columbia
 - i. Position not filled

11. Confirm next meeting dates

- a. Oct 10,
- b. Nov 14,
- c. Dec 12

12. Adjourn