

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

Present: Michelle, Nora, Joshua, David, Setaj, Mohammad
Regrets: None
Guests: Raul, Roxanne, Paula, Ethan

Meeting called to order at 1:02pm EST.

Standing Items

Approval of Agenda

- Nora moved, David seconded, Passed by Consensus

Approval of [Minutes](#)

- Nora moved, Michelle seconded, Passed by Consensus

Introduction to new Board Members

AGM Debrief

Unifor Report

- History of the Canadian Freelance Union
- Current Member Count: 183
 - Change from last month: +9 (174)
 - Change from last year: +21 (162)
- French translation of forms

President's Report

- Handover complete, website updated with new executive members, added executive to gmail and slack
- Nationbuilder training for new executive
- Talked to Roxanne about Unifor's role with CFU, and looking at our strategy for 2020

Coordinator's Report

- Phone banking members in Toronto for xmas party
- E-blast to members about xmas party
- Organized and rolled out a very successful x-mass party
- Phone banking all expired members in the past 6 mths for membership drive
- Final e-blast for membership drive
- Preparing for & holding raffle for membership drive and announcing winner
- Provided support to members around CFU press cards, general inquiries, social media & website support
- Meeting with outgoing and current president re: transition
- Onboarding for new executive Directors
- Prepping for AGM
- Call with Media- planet re: advancing Worker's Rights Campaign/Toronto Star

Treasurer Report

- Nothing to report.

Old Business

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Template contract project

- Michelle will send email to members in early 2020 & add link to welcome email.

Rate card project

- Mohammed to write copy for the website to explain what the rate card is and how it should be used.
- Will be added to <https://www.canadianfreelanceunion.ca/resources>
- **Copy:**

“In 2018 the Canadian Freelance Union Executive embarked on an ambitious project to develop standard rates that could be provided to members to help protect members from exploitation and undercharging for their services.

After working through a comprehensive survey of members on pricing and labour, we found the data does not provide a generally standard rate. Instead our members charge a wide rate for various services based on their area and based on what they believe each client can afford. There is no clear distinction.

That being said, we have provided the data below in as much of a disetable manner for which you can use:”

Online store for [CFU Branded Swag](#)

- Michelle will send email to members in early 2020 & add link to welcome email.

By law edits

- By laws have been sent to members, and [posted on the website](#), to be voted on at a future AGM.
- Meeting in 2020 with Executive to review deeper bylaw changes.

EI FAQ Sheet

- Michelle added the [EI & CPP FAQ sheet](#) to the [Resources section](#) on the website

Delegate to Unifor National Convention, August 19-23, Quebec City

- Mohammad to deliver report

New Business

- Should we do auto renewal for press cards for continual members instead of requiring yearly applications?
 - Board will do a meeting in 2020 to discuss current requirements and process of applying for press cards.
 - Will put out a call for membership about process and areas for improvement.
- Social Media Strategy
 - Board will have a meeting in 2020 along with the Communications Committee to develop social media goals and strategy

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- Board will have a meeting to develop a social media guideline for what will be posted or shared to our social media sites, and when board approval is required for social media posts
- Develop a 'New Member' kit that provides members tools to begin organizing right away.
- Organizing Webinar for membership to be scheduled for February 2020
- Coordinator / Organizer Plan for 2020
 - Board will have a meeting in 2020 to develop staffing plan in January or February.
- Motion to create a memorandum of understanding to extend Coordinator position to March 2020
 - Nora moved, Joshua seconded, Passed by Consensus
- Motion to ask Unifor to extend Organizer position to March 2020
 - Nora moved, Joshua seconded, Passed by Consensus

Justice for Celina, Roksana Camila Campaign



In Camera

Meeting adjourned at 2:17pm EST. Motion to adjourn by Nora, seconded by Joshua.

Minutes Taken By: Michelle Keep

Michelle Keep

President

Date