

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

Nov 14, 2019 @ 1:00 PM EST

1. Present: Ethan, Michelle, Mohammed

Regrets: Nora, Brian

Guests: Paula, Raul

Guests regrets:

2. Review of agenda

3. Approval of minutes from previous meetings

a. [Oct 10](#): M/S/C: Mohammed/Michelle/Carried

4. President's report

a. I tried to get the template contract app built finally. The contractor we engaged for the project bailed out of the project — too busy. I am working on a simple document with instructions at this point.

b. Helped Raul and the elections committee build an aggressive email campaign to get members to join the executive and attend the AGM.

c. Did an interview with RadioLabour about the CFU.

radiolabour.net/cfu-011119.html

5. Treasurer report

a. Not present

b. Members present discussed the proposed amalgamation of Regional Director line item and Member Event

i. Motion: Keep lines separate M/S/C: Ethan/Mohammad/Carried

6. Coordinator report

a. Held social committee meeting to finalize details and budget for the Toronto Xmas party - Dec 5th

b. Sent out various communications to members and had CFU represented at Day of Action to Win an Ontario for All rally

c. Finalized candidate nominations in preparation for the AGM elections

d. Finalized social media banner and communication for membership drive

e. Phone banking all members to remind them of the elections and AGM

f. Phone banking all members to remind them of the membership drive

g. Liaised with the insurance broker and reported on the usage of offerings

h. Drafted letter in support of member with grievance due to non-payment for work completed

- i. Drafted letter for activist arrest during the protest against Maxime Bernier
- j. Provided support to members around CFU cards, general inquiries & social media

7. Report from Unifor / organizing report

- a. Current numbers: 174 (+1 change from Oct meeting)
 - i.
- b. Member Organizers
 - i. Current: [2019 Organizing plan](#) is in process
 - ii. Membership drive
 - 1. [Proposed plan](#)
 - 2.
- c. CLC / Unifor issue
 - i. Nothing to report at this time
- d. Member Organizers for the Federal Election
 - i.

8. Old business

a. Template contract project

- i. The coder that Ethan found bailed from the project.
- ii. Ethan is working on building a document with simple instructions.
- iii. We will introduce the document at the AGM. We'll ask for feedback on how this is set

b. Rate card project

- i. Ethan will setup a "suggestion-box" page on the website
- ii. Mohammed will write draft some header text to explain what it's about?.

c. Committees

- i. Communications
 - 1. Nothing to report
- ii. Grievance support
 - 1. Helping a new member deal with non-payment by a client
 - 2. Raul will post the vinettes to the website removing personal details
- iii. Growth committee
 - 1.

d. Online store for CFU Branded Swag

- i. Final logo received for final approval from the exec.
- ii. Invoice not yet received
- iii. Michelle to prepare information for Raul to send out to members. Will announce at AGM.
- iv. Michelle is going to talk with Roxanne and our members in the swag business to determine the best way to fulfill orders

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

- i.

f. By law edits

- i. Edits which reflect consistency changes and updating current practices prepared for approval at the AGM.
- ii. Larger changes will be looked at for a future date.

g. AGM

- i. Michelle will finish up by-law changes, get accents via slack and then send out to the members.
- ii. Ethan will create the executive report slide
- iii.

9. New Business

- a.

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. Dec 12

12. Adjourn