

**Agenda / Minutes for the meeting of the executive  
Canadian Freelance Union  
Zoom Link for meeting [canadianfreelanceunion.ca/zoom](https://canadianfreelanceunion.ca/zoom)**

**Present:** Michelle, Joshua, Paula, Setaj, Ethan (ex-officio), Mohammad, Nora  
**Regrets:** David  
**Guests:** Roxanne, Raul  
**Quorum:** 4  
**Meeting date:** October 13, 2020

Meeting called to order at 1:07 pm EST.

**Standing Items**

**Approval of Agenda**

- Approval of [Minutes](#)
- Current Member Count: 172
- Change from September: -3 (175)

**President's Report**

- Working with Roxanne to develop Governance Training session for early December for all Executive Members
- Speaking with Paula and Raul with Roxanne later this week to discuss our organization strategy and next steps
- Spoke with Nora about Trustees
- Risk Matrix session to be held in December or January
- Executive needs to fill out [Skills Matrix](#) and [Board Directory](#) if they haven't already
- Continued preparations for board development and strategy 'session'

**Coordinator's Report**

- Reviewed swag submission and recruited selection committee
- Working with Ontario Director to plan October social
- Hosted Sept. Social with Ontario Director
- Brainstorming storyboard for CFU social media
- Working with Prairies Director to plan UBI event
- Follow up with members in grace period
- Call hub campaign to call members to partake in various events
- Responding to emails/calls and admin work
- Undertook numerous communications to members
- Coordinated payment of extras masks (invoices, follow up and tracking matrix)
- Partook in COVID Committee meetings and supporting work of committee
- Maintained social media presence

**Unifor Report**

- Membership cards will be physically going out to members this week
- National Post Toronto newsroom has unionized with Unifor

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- 24 Toronto Star jobs were expected to be moved to Buffalo, but Unifor renegotiated for 24 jobs to stay in Toronto
- Dominion still on strike in Newfoundland, looks like it will be a long one, call out for solidarity support of striking members (a letter, tweet, etc.)
- Negotiations within autoplants, language in contract for position of racial justice within the autoplant, and recognized the International day to eliminate racism in the workplace with a pause in production on March 21. Union Position for women's advocates in the workplace already established, so it was modelled on that. Peer support position.

**Treasurer Report**

- Deposits for the masks
- \$300~ in the Van City account, will be keeping it open for 1 year to keep the records
- Financial update and Budget to be presented by November 5th for review and approval at the next meeting
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**AGM Planning**

- Set a date for November
- Raul will be working on getting an election committee together. We have at least one position we need to fill (BC), with the possibility of Prairies (depending on Unifor's ability to rehire Paula as Organizer)
- Bylaws specify that we must annually elect trustees, however this has not been done.
- Been very informal, 3 people. We should email asking interest, and will be looking over the docs as presented to the exec
- Nora will send out email for interest
- Will be voting on [bylaws that were presented last year.](#)
- All executive members will need to help with preparation, including adding information to the slide show, and making sure they attend (Quorum is 20 members). If possible, executive members should reach out to members in their region via phone or email to try to make sure members RSVP and show up. Members must be in good standing to vote. You can view [last year's AGM slideshow here.](#)

**Committees**

- COVID Committee
  - No meeting this month, will be meeting before the AGM.
  - No updates for our demands, Raul to follow up

**New Business**

- RFPs received from two members for our SWAG

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- Will look at our criteria, see who best meets our need and seek references as needed.

**Old Business**

- Webinar for how different organizations organize and different union organization styles
  - Webinar for members and the executive
  - Discussion period afterwards to build organizational strategy
- Guidelines for making grievance support public
  - Statement to ask for member's permission to share information about successful grievance mediation
  - Raul & Nora to develop a half page document about what information should be asked for, how the information should be used, and what information the member doesn't want shared.
- Strategy Meeting
  - To set a new date to develop staffing plan for 2021, create a social media strategy, and review survey responses
  - Will be reenvisioned as a series of documents being sent to executive for review and comments with a meeting to discuss and vote on issues once review is completed
  - Michelle will prepare policies around conflict of interest, social media, organizing strategy, new member package, and national book-off policy

**Regional Reports**

- Ontario
  - October 14th the first Labour Council in Windsor will be happening

**On Hold**

- Press Cards
  - Discuss current requirements and the process of applying for press cards.
  - Will put out a call for membership about process and areas for improvement.
  - Currently National Press Cards say it must be presented with union card and both need to have the same number on it, but Unifor cards don't come with a number. The number on the press card is the number of press cards, not tied to member number.
- Commercial Insurance Provider
  - A lot of complaints against current Insurance Broker, will review options.
- CFU membership cards
  - Nora will discuss with Roxanne about the process of sending cards to new members and members who lapsed.

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Meeting adjourned at 2:11 pm EST. Motion to adjourn by Michelle seconded by Joshua,  
Passed by Consensus.

Minutes Taken By: Michelle Keep

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Michelle Keep

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Date

President