

**CFU executive meeting**  
**Wednesday, October 21, @**  
**Held by Google Hangout**

**Present:** Leslie, Ethan, Trevor, Nora, Suzanne, Roxanne,

**Serving as Secretary:** Everyone together!

**Approval of the agenda**

**Approval of minutes (as amended):**

[2015/09/27](#) - Moved by: Nora and seconded by Trevor. Carried with 1 abstention.

**President's Report**

- 1) Ethan has uploaded the member spreadsheet with the most up to date information. It is on the [Google drive](#) and others can help keep the information updated.

You will see:

- 130 memberships come up for renewal in October
  - 18 people have a "needs attention" status because:
    - they filled out the form, but did not follow through with payment
      - they've received a follow up email, but should receive a call
    - they want to pay monthly (and we don't have a way to do that yet)
    - we're waiting for their cheque
- 2) Issued 28 personalized membership cards and tax receipts (but this process is changing); prepared and sent 7 laminated and personalized press cards; sent personalized union bugs and logos to 6 members.
  - 3) Request for materials—I sent a letter to the outgoing board members last month. Elle responded. She is sending 3 packages by UPS.
  - 4) October message to members—responded to questions and remarks. Have learned that the message did not reach everyone. I can't explain the problem with the Expression Engine database. **We will have to come up with a different plan for the November message.**

**Vice President Report**

Helped the president adjust the administrative systems of the union. Built the Google Sheets version of the membership list. Helped to think through the process of doing renewals.

Answered emails from members and potential members.

## **Treasurer Report**

- 1) With the retirement of Marco Procaccini, the only signing officer we have is the president.

Motion: That we appoint Trevor Beckerson to be a signing officer for the CFU. Moved Suzanne/Seconded Nora. Motion carried.

- 2) NS Federation of Labour—We owed the federation several year's worth of dues. (A cheque had been written but was rejected for not having 2 signatures even though only 1 was needed.) The first of 2 cheques was sent on Oct. 2 for \$388.80. The second cheque covering the remaining half will be sent soon.
- 3) Reimbursement to Alex Bailey—Also a leftover from the last board, we covered the mileage costs (\$106) for member Alex Bailey to participate at the Labour Day event in Fredericton. He's keen to get more involved in CFU activities and has talked to Trevor.
- 4) Very brief summary of finances for 2015 to date is [here](#) (updated to provide better graph):
  - Trevor and Leslie to go over any questions next week so that a year-end report can be prepared.

## **Committee Reports - Communications**

Committee has only had one emergency meeting re. the website. Minutes are available [here](#).

RFP underway (Suzanne and Patrice) for the new CFU website. Draft [here](#).

Two potential non-executive members of the committee have been identified and reached out to: John Tadros and Andrew Wetmore.

A hard copy of "Join the CFU" video has been acquired. Suzanne is adding subtitles and will do a direct embed onto the CFU Facebook page.

Facebook page has been better bilingualized. French on certain parts of the website have also been updated.

**Motion: That a Nation Builder site be set up to assist with email communications with members. Moved Suzanne, Seconder Trevor. Motion carried**

## **Committee Reports - Growth**

Committee hasn't met yet.

As of last Friday, 43 members have joined the union since July 1. A 17% increase.

BC - 9            ON - 19            Atlantic - 3  
QC - 5            Prairies - 2

Ethan is in Saskatoon for meetings so visited some co-working spaces to reach out to freelancers, had some informational emails distributed in freelancer networks and distributed cards.

### **Committee Reports - Bylaws**

Many people have said they'd help update our bylaws: Marco, Trevor, Melissa Bellefeuille, Line Merrette, and Jamie Parkinson. An editable Google doc of the English version of our bylaws is [available here](#) along with a timeline to have this completed by the end of the year. All board members are welcome to dive in and pick the document apart.

### **Committee Reports - Education**

No meeting yet. Delayed due to Federal election

### **Committee Reports - Happy Warrior (Cmttee on hiatus until 01/2016)**

### **Reports of Regional Directors**

#### **1. Atlantic**

Email will be sent to members soon and feedback to this point has not been negative. Organizing efforts continue and are reaching new people.

Nora going to Halifax and there will be an opportunity for CFU members to meet.

#### **2. Quebec**

Nora still receiving mail from Unifor in her role as secretary for the previous board.

#### **3. Ontario**

Nothing to report yet. A welcome email message has not been sent to Ontario members due to the fact that Suzanne does not currently receive emails from the ON CFU address.

A pub night and/or co-working day is in the works for November in Toronto. Suzanne to coordinate with Ethan.

#### **4. Prairies**

We sent a message to our Prairies members about the openings on the board and committees and asked for responses by Oct. 23rd. Jamie Parkinson, member since September 2014, has volunteered to be the Prairies rep and work on the Bylaws Project. I propose that we accept him as our interim Prairies rep.

## 5. BC

We sent a message to our BC/Yukon members about the openings on the board and committees. I asked for responses by Oct. 23rd. No response so far from BC members.

A member (information, including resumé, sent previously) has volunteered to be our BC rep. He recently became a freelancer. He used to work for the Journal of Commerce (and was the only reporter writing from a labour perspective.) I propose that we accept him as our interim BC rep.

## Organizing

*From Rebecca*—Today we held our first Halifax Freelancer Co-Work at the (unionized) JustUs! cafe. Folks at our first meet-up in August asked for a regular co-work and I am hoping to make it a monthly event. Six freelancers attended; four members and two non-members (including myself and Trevor, Melissa). Trevor did a quick union pitch and CFU member Gaelle also spoke to the benefit of being a member. I would like to get a testimonial from Gaelle as she talked about how joining the CFU immediately got her two union contracts. The two non members were very interested in membership and particularly the directory. One of the non-members also let me know about an online networking/co-working tool called Slack, where she has met lots of freelancers, and helped me create a Halifax Freelancers account.

*Ethan* -- Not much happening during the election despite members joining, mostly due to evidence of resumed activity. Planning events in Toronto, and otherwise increasing activity before the end of year.

## Unfinished Business

1. Website
  - a. During last meeting, a motion was passed resolving to ask Ethan to develop a scope document for an interim website. Due to changes to the NationBuilder pricing model, Ethan did not pursue this. In the intervening month, the pricing model has shifted several times. It looks like it has settled to something that we can still work with.
  - b. Given the uncertainty, it was decided to move quickly forward with building a Needs Statement for the website so we don't need to build a temporary website.
  - c. The statement is [here](#).
2. Unifor administration proposal

Roxanne has our documents for making personalized member cards.  
Waiting to hear what's needed from us to assist in the set up of pre-authorized payments.  
Leslie will send member info to Roxanne this week.
3. Informal online meeting (arising from AGM)

Try it in November. Details to be worked out in an email conversation.

4. Member survey rollout strategy  
It's ready to go once email communication is functioning better.

### **New business**

1. Membership renewal. How the process might work:
  - a. We (or Unifor) send an email message telling people to renew their memberships
  - b. Member fills out the renewal form on the current/interim CFU website (Unifor requires a pledge for new members— #1 I don't know how to add this to our website's online form. #2 A concern has been raised that it might be an impediment to people signing up. It reads:  
*I hereby apply and accept membership in a Unifor community chapter (The Canadian Freelance Union). I support and will adhere to the Constitution of Unifor and the Bylaws of the Canadian Freelance Union. I commit to union membership for one year, at a minimum, and agree to pay the requisite dues.*
  - c. Form is automatically forwarded to general@canadianfreelanceunion.ca (Ethan), form@ (Trevor), president@ (Leslie)
  - d. Spreadsheet is updated
  - e. Information with member # is sent to Unifor
  - f. Unifor notifies us whether dues have been paid (if not, member is contacted; if yes, welcome letter sent)
  - g. Unifor prepares and sends membership card
  - h. Tax receipts to all members sent in the new year
2. **Ontario-based Changing Workplaces Review and CFU's role:** A meeting has been arranged for Oct. 26 with Roxanne and Fred Wilson from Unifor, and Ethan, Suzanne, and Leslie to talk about this initiative and our role.
3. **Connecting with PWAC :** We have a reciprocal arrangement with PWAC in which members of both groups can have their dues reduced. Nine CFU members have taken advantage of this.

A member wrote to Ethan saying he was not going to renew his CFU membership because of perceived problems between CFU and PWAC and Access Copyright. In addition, PWAC will no longer honour the mutual agreement. The member agreed to have a phone call with Ethan later this week so we can learn more about what is being said.

Leslie will try to reach PWAC. (The entire board of PWAC resigned last December and now information seems to be password protected. I don't know who the president is.)

Our position:

- we're a democratic organization
- everyone is free to have their own views on whatever topic they wish, and we value hearing different opinions

- at the end of the day, the CFU executive takes our direction from the membership
- The CFU's support for Access Copyright continues and there are no plans at this point to change that.

**Next meeting: Tuesday, Nov. 17 @ 2 p.m. EST. Please use a headset.**

**Adjournment at:**