

CFU Executive Meeting Minutes

Thursday, Sept. 14, 2017 @ noon PT / 3 PM EST

Location: www.canadianfreelanceunion.ca/hangout

Present: Leslie, Nora, Dave, Michelle, Diana

Regrets: Amy

Guest: Roxanne

1. Adoption of Agenda

- a. M/S/C: Nora/Dave/Carried

2. [Minutes of Aug. 10](#) approved on Slack

Approved

3. Unifor Report - Roxanne

- a. Organizing
 - i. Membership numbers update
 1. 212 nationally
 - ii. Roxanne is still working on the plan for organizers
 1. Unifor is open to setting this up differently.
 2. We will have a working group led by Roxanne to help figure that out

4. Ad Hoc Projects

- a. Website overhaul update (Michelle)
 - i. Beta site is setup
 - ii. Work starting in October, November
- b. Template Contract (Ethan)
 - i. Committee is continuing to meet
 - ii. Many options for the contract are available and many examples have been gathered. Roxanne is working to get support from the Unifor lawyers to help us narrow this down
 - iii. The committee has talked with a proposal software system called Proposify which is willing to host the contract and offer discounts to members. More discussion needed
- c. Guide to getting paid (Diana)
 - i. Diana to put together rough first draft
- d. Factsheet on Employment Insurance and CPP (Roxanne)
 - i. Roxanne to draft a first draft soon
- e. Rate card (Nora & Angelo from Unifor)
 - i. Follow up at a future meeting

5. New business

- a. [Coordinator's duties](#)
 - i. Ethan is handling incoming members contacts
 - ii. Leslie is handling media contacts and issuing press cards
- b. Coordinator position - [Draft 2 new contract](#)
 - i. We are going to have a meeting to discuss how the coordinator and organizers positions are structured and come up with a plan; Leslie will work with Roxanne on this.

- c. AGM (planning begins 6 weeks before)
 - i. Pick a date (end of Oct. or early Nov.)
 - 1. Settled on Monday, November 14, 2017 @ 12pm PT
 - ii. Nominations Committee (to search and vet)
 - 1. Diana will sit on this committee, and try to find a non-exec member to help
 - 2. The Quebec director's term ends in November, other positions terms are up in 2018.
 - iii. Treasurer to prepare budget (and audit report)
 - 1. Nora is optimistic that the trustees will be able to produce a report
 - iv. Turn out plans
 - 1. Email blasts: save the date, nominations, links & instructions
 - a. Leslie will work on getting this coordinated
 - 2. Ethan will phone bank through the membership
 - 3. To be discussed further at the next meeting
- d. Rabble
 - i. Motion: Go in camera
 - 1. M/S/C: Nora/Dave/Carried
 - ii. Go out of camera
 - 1. M/S/C: Nora/Unifor/Carried
 - iii. Message going to all the staff at Rabble who are members of the CFU that we will continue to support as best we can.
 - iv. We were there to help facilitate a process for them to get better working conditions at Rabble and to have protection if the organization folded
 - v. At a future meeting we will discuss a policy for how to handle CFU members who are in employer roles with other members
- e. Ask Unifor to handle monthly dues withdrawals
 - i. Roxanne will have an update next meeting
- f. GoToWebinar charges
 - i. Roxanne and Nora will look at whether Unifor can subscribe for all the community chapters

6. President's report

- a. 58% of the members opened the labour day message
- b. Did interview with CPA magazine; freelancer may join CFU
- c. Leslie announced she is stepping down as president.

7. Vice-President's Report

- a. Working on Template contract project
- b. Covering coordinator tasks as required

8. Treasurer's Report

- a. Finally closed Creative Arts credit union
- b. Following up with Jessica about closing up access
- c. Participating in many local events as a Unifor rep.

9. Reports from Regions

Atlantic: Handed out freelance information at the St. John's Status of Women Council (they have

a freelancer meetup for femmes every week)

BC: No report

Ontario: Discussions are happening about having a gathering in Toronto in October.

Prairies: Followed up with Mimi W and Paula K re Edmonton labour council engagement; discussed a strategy for hosting 'CFU Co-Working Days' in partnership with co-working spaces, aiming to approach the 220 in Saskatoon about trying this out in the spring. Planning to call through the 'dirty dozen' of prairies members in the coming weeks to introduce myself.

Quebec:

10. Meetings 2nd Thursday of the month at noon PT
Next meeting: **noon PT, Oct. 12**

11. Adjournment at 4:26pm ET
a. M/S/C: Dave/Nora/Carried