

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

April 11, 2019 @ 1:00 PM EST

- 1. Present:** Ethan, Brian, Michelle, Mohammad

Regrets:

Guests: Raul

Guests regrets: Roxanne

- 2. Review of agenda**

- 3. Approval of minutes from previous meetings**

- a. [Mar 14](#): M/S/C: Nora, Michelle/ Carried

- 4. President's report**

- a. Edited surplus accounts in our NB account so we were under the 1000 emails in the account cut off and avoided paying \$240 USD extra.
- b. Talked with Meridian credit union about requirements for switching accounts
- c. Met with the coordinator to review tasks and address technical issues around PDFs on the website and setting up a new payment processor
- d. Edited emails about Toronto social and writer prize
- e. Talked with the new staff person at Unifor about how the IFJ cards are handled.
- f. Talked with members who produce swag about how they could offer swag to our members.

- 5. Treasurer report**

- a. MOTION: Move CFU accounts to Meridian with the President (Ethan Clarke) and Treasurer (Nora Loreto) to sign and only one signature on each cheque
 - i. M/S/C: Nora/Brian: Carried

- 6. Coordinator report**

- a. Wrote a support letter for a member with client issues.
- b. Finalized Toronto social (April 18th) and sent out e-blast and created event on the website.
- c. Finalized next webinar, "Who is an expert" Barriers to female Freelancing (May 16th).
- d. Drafted communication for media fellowships.
- e. Drafted proposal for the video project.
- f. General support and admin duties (press passes, correspondence with potential new members, update website documents etc.).

7. Report from Unifor / organizing report

- a. Current numbers: 166 (-1 change from Mar meeting)
- b. Member Organizers
 - i. Current: [2019 Organizing plan](#) is in process
- c. CLC / Unifor issue
 - i. Nothing to report at this time

8. Old business

a. Template contract project

- i. Ethan will send out ASAP

b. Rate card project

- i. Ethan extracted the results of the survey
- ii. Mohammed to review (is being worked on, will hopefully have info for Tuesday)

c. Committees

- i. Communications
 - 1. Raul will be refreshing the communications calendar
 - 2. Directors in Atlantic and Ontario will be sending out messages in the next month
 - a. Michelle is going to write a post about May Day
 - b. Mohammed will write about the Day of Mourning
 - c. Michelle will research other days that we could commemorate with content
 - d. Michelle will lead the project of doing more content and fill in the content calendar Raul set up
- ii. Members grievance
 - 1. We intervened on behalf of a filmmaker with VICE who was not getting paid for several months. They've gotten paid due to our efforts and other factors.

d. Online store for CFU Branded Swag

- i. Ethan spoke to Tina at Image Productions and Scott at Waters Productions. Both have committed to provide us with options for how to offer some swag on the website
- ii. Michelle will lead a brainstorm for interesting things to put on the shirt.

e. Moving to Stripe from PayPal

- i. Stuck on account details. Likely best accomplished after the switch to the new credit union

f. Setting a rate for Unifor bookoffs

- i. We'll have this conversation in May when Roxanne is present so we can figure out a solution

g. Delegate to Unifor National Convention, August 17-23, Quebec City

- i. Select delegate at the next meeting

h. Delegate to Media Council May 24 to 26, Montreal

- i. Need to decide on delegate by mid-April
- ii. Per Roxanne: If the exec would like to send a delegate, Unifor will still waive the registration fee but any travel or accommodation expenses would have to be covered by the CFU.
- iii. Motion: BIRT: Our delegates for media council are Nora and Michelle

9. New Business

- a.

10. Regional director reports

- a. Atlantic Canada
 - i. Michelle will also be attending the Atlantic Regional Council in St. John's May 1-5.
 - ii. Talking with Unifor about potentially getting shared access to monthly subscriptions that we need, such as hootsuite (or alternative), or other social media programs.
 - iii. Michelle will be attending a governance training & review for another board on April 15, which will be reviewing bylaws, and all governance documents, so Michelle will report back for anything pertinent to the CFU.
- b. Quebec
 - i.
- c. Ontario
 - i. Went to an Ottawa gathering with UNIFOR Pres Jerry Dias and senior leadership at UNIFOR. Advocated for freelancers and students. A CTV person has said if we have camerapeople who can join the lists, he'll add them, going to send an email about that.
- d. Prairies
 - i. Position not filled
- e. British Columbia
 - i. Position not filled

11. Confirm next meeting dates

- a. May 9,
- b. Jun 13,
- c. Jul 11,
- d. Aug 8 - cancelled
- e. Sep 12,
- f. Oct 10,
- g. Nov 14,
- h. Dec 12

12. Adjourn