

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

Mar 21, 2019 @ 1:00 PM EST

1. **Present:** Ethan, Nora, Mohammed, Michelle
Regrets:
Guests: Paula, Roxanne, Raul
Guests regrets:

2. **Review of agenda**

3. **Approval of minutes from previous meetings**
 - a. [Jan 10](#): M/S/C: Nora, Michelle: Approved
 - b. Feb 14 meeting canceled due to lack of quorum

4. **Report from Unifor / organizing report**
 - a. Current numbers: 167 (+8 change from Jan meeting)
 - b. Member Organizers
 - i. [2019 Organizing plan](#)
 - c. CLC / Unifor issue
 - i. Nothing to report at this time

5. **President's report**
 - a. Hosted web meeting about setting freelancer rates
 - b. Prepared materials for web meeting about freelancers and taxes
 - c. Worked on forms for the press card so they are more clear
 - d. Rewrote the welcome email that members get when they renew their dues
 - e. Had an interview with BC Business Magazine
 - f. Drafted and sent out a survey for the rate card project
 - g. Drafted an RFP for a contractor to build a system for offering the template contract to members.
 - h. Participated in the webinar on getting more clients
 - i. Motion to approve yearly Zoom subscription (\$149.90 USD)
 - i. M/S/C: Ethan/Nora: Approved
 - j. Attended an area meeting of the Unifor Education department about the new offerings available for members and the new registration process
 - k. Have been receiving details from Unifor about events happening all across the country.
 - i. How should we distribute?

1. Send to Private Facebook group
2. Forward relevant emails to reps
- ii. Courses and other things requiring money: how do we determine who gets to go?
 1. We'll decide on a case by case basis

6. Treasurer report

- a. Adjusted NB so Raul now gets the notifications of Interacs so things should be smoother
- b. No movement on moving to the new credit union

7. Coordinator report

- a. Drafted e-blasts for volunteer survey that is ready to be sent out
- b. Drafted e-blast for pricing communication
- c. helped plan and roll out webinar customer acquisition - (e-blasts, memes, social media, RSVP' event page etc)
- d. Organized phone banking for customer acquisition webinar
- e. Member support for Gautam Narang with client issue of non-payment
- f. Planned idea for April online meeting and schedule of online meetings going forward until Aug
- g. Facilitated social committee call and mapped out a schedule for social events in Toronto
- h. General administrative work such quarterly reports to Unifor, handling new member inquiries, Union cards/press passed etc

8. Old business

a. Strategic Planning (Brainstorm) Session in March

- i. Email to members to do a general survey ready to be sent out.

b. Template contract project

- i. Ethan drafted [an RFP](#) to find a contractor to build a tool to offer the contract to the members
 1. Ethan will remind exec to review it and launch in 2 weeks

c. Rate card project

- i. In follow up to Jan 23rd workshop, Ethan drafted a poll to ask members about their views on rates.
- ii. We need to review results
 1. Ethan to extract results and share via spreadsheet in slack
 2. Mohammed and Nora will do analysis and write up a report
 3. Raul will send out a reminder

d. Fact sheet on EI/ CPP for freelancers

- i. Decided getting a graphic for this is not worth it.

e. Committees

- i. Communications

- 1.
 - ii. Members grievance
 - 1.
- f. Online store for CFU Branded Swag
 - 1. Brian not present.
- g. Event at Ryerson about Freelancer Rights
 - i. Idea is still on the table but Ryerson hasn't followed up. This is likely not going to happen this school year.
 - ii. We might try organizing something that would tie into the student movement campaigns currently
- h. Moving to Stripe from PayPal
 - i. Raul and Ethan will work on this during their next meeting

9. New Business

- a. Partnership with LIFT
 - i. [LIFT suggested](#) we should work together. We haven't been able to connect.
- b. Ontario health care coalition want CFU to support
 - i. Ethan to post to slack and use his judgment on these
- c. Rate for Unifor bookoffs
- d. Delegate to Unifor National Convention Aug
- e. Delegate to Media Council May 24 to 26 at Sheraton in Montreal, decide on delegate Mid April

10. Regional director reports

- a. Atlantic Canada
 - i.
- b. Quebec
 - i. Did a "Know Your Rights" workshop for young freelancers in Montreal
- c. Ontario
 - i. Did an interview with the Eyeopener, doesn't look like it's published
 - ii. Working on CFU advocacy proposal (access to lawyers)
 - iii. Going to send out an Ontario wide message soon, will also send out a list-wide message about advocacy proposal
 - iv. Regularly attending Ottawa Area UNIFOR Council, Raul will be attending Toronto Council on CFU behalf
 - v. Planning event in Ottawa
- d. Prairies
 - i. Position not filled
- e. British Columbia
 - i. Position not filled

11. Confirm next meeting dates

- a. Apr 11,

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

12. Adjourn