American Culinary Federation – Pikes Peak Chapter

Board of Directors Meeting Agenda

Date: February 6, 2026
Time: 4:00 PM (MT)
Location: Zoom Meeting Link

1. Call to Order

• Roll call and confirmation of quorum

2. Introduction of New Officers

• Introduction and acknowledgement of newly elected officers
• Brief overview of roles and expectations

3. Strategic Direction and Chapter Culture

Chefs are uniquely equipped to lead because we understand structure, communication, discipline, and adaptability—the mise en place of the mind. Our chapter is built by its members, and with shared drive, determination, and focus, we will strengthen this organization.

This is an opportunity to recommit to our core values, foster meaningful engagement, support professional growth, and create programming that serves chefs at every stage of their careers. Together, we will build a chapter culture rooted in respect, collaboration, and excellence.

4. Governance and Board Engagement

• Distribution of current chapter bylaws with the meeting agenda
• Request that all new Board of Directors members review the bylaws in their entirety
• Specific focus on sections relevant to board roles, responsibilities, and governance

5. Approval of Minutes

• Review and approval of minutes from the previous Board of Directors meeting

6. Officer Reports

President's Report
• Setting the tone for renewal, growth, and recommitment to the chapter's core values
• Vision for rebuilding momentum and creating a chapter that is respected and envied across the federation
• Emphasis on member engagement, leadership development, and shared responsibility

Vice President's Report
• Overview of upcoming chapter meetings
• Review of currently scheduled events
• Discussion of meetings and programs in development

Treasurer's Report
• Financial overview
• Introduction of new Treasurer
• Transition support: Jacque will assist the Treasurer during the onboarding and acclimation period

Secretary's Report
• Records and correspondence update
• Discussion on utilizing the ACF Star Chapter program to create stronger workflows, documentation, and operational consistency

7. Committee Reports

Certification Committee
• Chair: Pete Aiello, CEC, CEPC

Endowment Committee
• Chair: Kathy Anderson, CC

Vacant Committee Chair Positions
• Call for nominations for committee chairs and committee members
• Clarification: Committee chairs are appointed by the Chapter President in accordance with the bylaws

8. Old Business

9. New Business

A. Donations and Sponsorships (Action Item – Vote Required)
• Proposal to purchase a full table for the Henry Trujillo Memorial Scholarship Fund Dinner
  – Cost: $1,000 per table
  – Includes seating for board members and invited guests
  – Attendance would be on behalf of the ACF Pikes Peak Chapter

• Board discussion and vote

10. Open Discussion

• Board comments and discussion

11. Adjournment

Attachments:

• ACF Pikes Peak Chapter Bylaws (for review)