

Board Member Collaboration Evaluation

Date: [Insert Date]

To: [Board Member Name]

From: [Your Name]

Subject: Evaluation of Collaboration Efforts

Introduction

This letter serves as an evaluation of your collaboration efforts as a board member during the past [time period]. Your contributions are essential for our organization's success.

Collaboration Strengths

- [Strength 1]
- [Strength 2]
- [Strength 3]

Areas for Improvement

- [Area 1]
- [Area 2]
- [Area 3]

Overall Assessment

Your commitment to collaboration has shown [summary of performance]. We appreciate your efforts and look forward to continued improvement.

Next Steps

Please take some time to reflect on this evaluation. I suggest we schedule a meeting to discuss your feedback and potential goals for the upcoming period.

Thank you for your dedication to our board.

Sincerely,

[Your Name]

[Your Position]