

# Board Member Communication Review Template

Date: [Insert Date]

To: [Board Member's Name]

From: [Your Name]

Subject: Review of Communication Practices

Dear [Board Member's Name],

I hope this message finds you well. As we continue to enhance our communication strategies within the board, I would like to initiate a review of our current practices. Your insights and experiences are invaluable in this process.

Please consider the following points for our discussion:

- Effectiveness of our current communication channels
- Frequency and clarity of information shared
- Suggestions for improvements
- Feedback on board meeting communications

Could we schedule a time to discuss this further? I appreciate your commitment to fostering effective communication and look forward to your valuable input.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]