

Board Procedural Update

Date: [Insert Date]

Dear [Member's Name],

We hope this message finds you well. We are writing to provide you with an update regarding the recent revisions to our membership procedures as decided by the board.

As part of our commitment to continuous improvement and inclusivity, the following changes have been made:

- **Revised Membership Criteria:** [Brief description of the new criteria]
- **Application Process:** [Brief description of the new process]
- **Membership Fees:** [Details regarding any changes in fees]

These changes will take effect on [Start Date] and aim to enhance the membership experience for all.

If you have any questions or require further clarification, please do not hesitate to reach out to us at [Contact Information].

Thank you for your continued support and engagement.

Sincerely,

[Your Name]
[Your Position]
[Organization Name]