

Letter of Proposed Amendments to Bylaws

Date: [Insert Date]

[Your Name]

[Your Position]

[Charity Name]

[Charity Address]

[City, State, Zip Code]

Dear [Board Members/Committee Name],

I am writing to propose amendments to the existing bylaws of [Charity Name]. These changes are aimed at improving our governance structure and ensuring compliance with the latest legal requirements.

Proposed Amendments:

1. **Article II - Purpose:** Update the mission statement to reflect our current goals.
2. **Article IV - Board of Directors:** Change the number of board members from [X] to [Y].
3. **Article VI - Meetings:** Specify the frequency of board meetings to be held quarterly.
4. **Article VIII - Amendments:** Amend the amendment process to require a two-thirds majority vote.

I believe these amendments will strengthen our organization and enhance our ability to fulfill our mission. I recommend discussing these proposed changes at the upcoming board meeting scheduled for [insert date].

Thank you for considering these amendments. I look forward to your feedback and support.

Sincerely,

[Your Signature]

[Your Name]

[Your Position]