

Follow-Up Letter

Dear [Trustee's Name],

Thank you for attending the recent Charity Trustees Session held on [Date]. We appreciate your insights and contributions which are invaluable to our mission.

As discussed, we wanted to follow up on the key points raised during the meeting:

- [Key Point 1]
- [Key Point 2]
- [Key Point 3]

Please let us know if you have any further thoughts or questions regarding these topics. Your feedback is crucial as we move forward with our plans.

We look forward to our continued collaboration and thank you once again for your commitment to our cause.

Best regards,

[Your Name]

[Your Position]

[Charity Name]

[Contact Information]