

Board Director Performance Appraisal

Date: [Insert Date]

To: [Director's Name]

[Director's Address]

Dear [Director's Name],

We are writing to provide you with feedback regarding your performance as a member of the Board of Directors for [Organization's Name] over the past year. Your contributions are vital to the success of our organization, and we would like to take this opportunity to formally appraise your performance.

Areas of Achievement

- [Example Achievement 1]
- [Example Achievement 2]
- [Example Achievement 3]

Opportunities for Improvement

- [Example Improvement Area 1]
- [Example Improvement Area 2]

Overall Assessment

Based on your contributions, your overall performance rating is [Insert Rating]. We appreciate your dedication and commitment to [Organization's Name].

We would like to schedule a meeting to discuss this appraisal in further detail. Please let us know your availability next week.

Thank you for your continued service and leadership.

Sincerely,

[Your Name]

[Your Position]

[Organization's Name]