

Performance Review for Board Governance

Date: [Insert Date]

To: [Board Member's Name]

From: [Your Name]

Subject: Performance Review

Dear [Board Member's Name],

As part of our annual performance review process, we have evaluated your contributions and effectiveness as a board member. This review aims to provide constructive feedback and highlight areas of strength and opportunities for development.

Performance Highlights:

- [Highlight 1: e.g., Active participation in board meetings]
- [Highlight 2: e.g., Contribution to strategic planning initiatives]
- [Highlight 3: e.g., Effective communication with stakeholders]

Areas for Development:

- [Development Area 1: e.g., Engagement in committee work]
- [Development Area 2: e.g., Further training on governance best practices]

We appreciate your dedication to our organization and look forward to your continued growth and contributions. Please feel free to reach out if you would like to discuss this review further.

Thank you for your commitment.

Sincerely,

[Your Name]

[Your Title]