

# Consultative Session Scheduling Request

Date: [Insert Date]

To: [Board Director's Name]  
[Board Director's Title]  
[Organization's Name]  
[Organization's Address]

Dear [Board Director's Name],

I hope this message finds you well. As we strive to enhance our strategic planning and decision-making processes, we would like to schedule a consultative session with you to discuss the current initiatives and future directions of our organization.

Please find below the proposed schedule:

- Date: [Proposed Date 1]
- Time: [Proposed Time 1]

or

- Date: [Proposed Date 2]
- Time: [Proposed Time 2]

We believe your insights will be invaluable to our discussions. Kindly let us know your availability for the proposed dates and times, or suggest alternatives that may better suit your schedule.

Thank you for your attention to this matter. We look forward to your positive response.

Sincerely,  
[Your Name]  
[Your Title]  
[Your Organization]  
[Your Contact Information]