

Collaboration Appraisal for Board Directors

Date: [Insert Date]

To: [Board Director's Name]

From: [Your Name]

Subject: Collaboration Appraisal

Dear [Board Director's Name],

I hope this message finds you well. As part of our ongoing commitment to fostering effective collaboration among our board members, we have initiated a regular appraisal process. This appraisal aims to assess and enhance our collective efforts towards achieving the organization's goals.

Performance Highlights

- Collaboration on [specific project or initiative]
- Contribution to board discussions and decision-making
- Engagement in stakeholder relationships

Areas for Improvement

- Enhancing communication with fellow directors
- Involvement in committee work
- Offering constructive feedback during meetings

Moving forward, I would like to discuss your perspectives on improving our collaborative efforts. Please let me know your available times for a meeting.

Thank you for your dedication and contributions to our board.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]