

Annual Compensation Review

Date: [Insert Date]

To: [Board Member's Name]

From: [Your Name]

Subject: Annual Compensation Review

Dear [Board Member's Name],

As we approach our annual review period, we would like to take this opportunity to evaluate the compensation package for our board leadership. This review will include an assessment of market benchmarks, individual performance, and contributions to the organization over the past year.

We encourage you to reflect on the following points as part of this review:

- Achievements and contributions to the organization
- Engagement with stakeholders
- Strategic initiatives undertaken
- Leadership attributes displayed

We will be holding meetings on [insert dates] to discuss compensation adjustments. Please prepare any additional information you believe is relevant to your review.

Thank you for your continued commitment and leadership. We appreciate your efforts in driving our organization toward success.

Best regards,

[Your Name]

[Your Title]

[Your Organization]