

Invitation to Strategic Planning Session

Dear Board Members,

We are pleased to invite you to a Strategic Planning Session scheduled for **[Date]** at **[Time]**. This session will be held at **[Location]**.

The purpose of this meeting is to discuss our strategic direction for the upcoming year and to collaboratively develop actionable plans that align with our organizational goals.

Please confirm your attendance by **[RSVP Date]**. If you have any questions or topics you would like to add to the agenda, feel free to contact me directly.

We look forward to your valuable contributions.

Best regards,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]