

# Call for Community Advisory Board Meeting

Date: [Insert Date]

To: [Community Advisory Board Members]

Dear Members,

We are pleased to invite you to our upcoming Community Advisory Board meeting scheduled for [Insert Date and Time]. This meeting will take place at [Insert Location or Virtual Meeting Link].

The agenda will include:

- Review of previous minutes
- Updates on current projects
- Open discussion on community needs
- Planning for future initiatives

Your insights and contributions are invaluable to our mission. Please confirm your attendance by [Insert RSVP Date]. If you have any topics or questions you would like to discuss, feel free to share them in advance.

Thank you for your dedication and commitment to our community.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]