

Letter Addressing Breach of Fiduciary Duty

Date: [Insert Date]

To: [Board Member's Name]

[Board Member's Address]

Dear [Board Member's Name],

I hope this message finds you well. I am writing to formally address a serious concern regarding your actions as a member of the board of [Nonprofit Organization's Name]. It has come to our attention that certain decisions and actions taken by you may constitute a breach of your fiduciary duties to our organization.

As a board member, you have a legal and ethical obligation to act in the best interest of the organization and its mission. However, [briefly describe the specific actions or decisions in question, e.g., conflicts of interest, misuse of resources, etc.]. Such actions not only jeopardize the integrity of our organization but also undermine the trust placed in you by your fellow board members and the community.

We take these matters very seriously, and it is imperative that we address them promptly. We request a meeting with you to discuss these issues and to understand your perspective on the situation. Please respond by [insert date] with your availability.

Thank you for your immediate attention to this matter. We look forward to resolving this issue collaboratively and upholding the values of [Nonprofit Organization's Name].

Sincerely,

[Your Name]

[Your Title]

[Nonprofit Organization's Name]

[Contact Information]