

Board Contributions Assessment

Date: [Insert Date]

To: [Board Member's Name]

From: [Your Name]

Subject: Assessment of Contributions for the Year [Year]

Dear [Board Member's Name],

As part of our annual review process, we have completed the assessment of contributions made by members of the board for the year [Year]. This review aims to recognize the efforts and participation of each board member in advancing our organization's mission.

Your contributions have been evaluated based on several criteria, including:

- Active participation in board meetings
- Engagement in committees
- Support in strategic planning and decision-making
- Advocacy for our initiatives outside board meetings

Based on our assessment, we acknowledge your exceptional contributions in the following areas:

- [Contribution 1]
- [Contribution 2]
- [Contribution 3]

Your commitment and dedication have been invaluable to the success of our organization. We appreciate all the time, effort, and insight you have brought to the board.

Thank you for your continued service and contributions. Please feel free to reach out if you wish to discuss this assessment further.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]