

# Board Conflict Follow-up

Date: [Insert Date]

To: [Board Member's Name]

From: [Your Name]

Subject: Follow-up on Recent Board Conflict

Dear [Board Member's Name],

Thank you for our recent discussion regarding the conflict that arose during the board meeting on [Insert Date]. It is important to address these issues collaboratively for the betterment of our organization.

As we discussed, the key points of contention were [briefly outline the issues]. I believe it is vital that we work together to find a resolution that respects all parties involved.

To facilitate this process, I propose scheduling a follow-up meeting to further explore our perspectives and develop a mutually agreeable plan moving forward. Please let me know your availability in the coming weeks.

Thank you for your attention to this matter. I look forward to your response and to working together towards a resolution.

Best regards,

[Your Name]

[Your Position]

[Your Organization]