

Board Proposal Summary Feedback

Date: [Insert Date]

To: [Insert Recipient's Name]

From: [Your Name]

Subject: Feedback on Proposal Summary

Dear [Recipient's Name],

Thank you for submitting the proposal summary regarding [insert proposal topic]. After careful review, I would like to provide the following feedback:

Strengths:

- [Highlight key strength 1]
- [Highlight key strength 2]
- [Highlight key strength 3]

Areas for Improvement:

- [Suggest improvement 1]
- [Suggest improvement 2]
- [Suggest improvement 3]

In conclusion, your proposal shows great potential. I encourage you to consider the feedback provided and make the necessary adjustments. Please feel free to reach out if you have any questions or need further clarification.

Thank you for your hard work.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]