

# Board Member Effectiveness Evaluation

Date: [Insert Date]

To: [Board Member's Name]

From: [Evaluator's Name]

Subject: Evaluation of Board Member Effectiveness

Dear [Board Member's Name],

As part of our ongoing commitment to ensure the effectiveness of our board members, we have conducted a comprehensive evaluation of your performance over the past year. Below are the key areas evaluated:

## Performance Metrics

- Attendance at Board Meetings: [Insert Evaluation]
- Contribution to Discussions: [Insert Evaluation]
- Adherence to Governance Policies: [Insert Evaluation]
- Involvement in Committees: [Insert Evaluation]
- Initiatives and Innovations: [Insert Evaluation]

## Strengths

[Insert strengths identified during evaluation]

## Areas for Improvement

[Insert areas for improvement identified during evaluation]

We appreciate your dedication and contributions to the board. Please feel free to reach out to discuss this evaluation or any additional support you may need.

Best regards,

[Evaluator's Name]

[Evaluator's Position]

[Organization Name]