

**MINUTES OF THE MEETING  
OF THE  
BOARD OF DIRECTORS  
OF  
PHOENIX BIOINFORMATICS CORPORATION**

A meeting of the Board of Directors (BOD) of Phoenix Bioinformatics Corporation was held on December 20, 2019 at 10:30 am, Pacific Time, by conference call, upon notice duly given. The following directors, constituting a quorum for the transaction of business, were present via conference call: Susan Au, Liz Allen, Anne Haake, Eva Huala, Eric Lyons, Maliaca Oxnam, Mary Margaret Sprinkle, and Todd Vision. Tanya Berardini, Connie Ng, and Trilok Prithvi were present at the invitation of the board. Eric Lyons chaired the meeting, and Tanya Berardini, as the Secretary of the Corporation, acted as secretary of the meeting.

The Executive Director called the meeting to order at 10:35 am. The directors proceeded to the first order of business.

***Approval of Previous Meeting's Minutes***

The first item of business was approval of the minutes of the Board meeting held by conference call on September 11, 2019. All directors on the call approved the meeting minutes and the Secretary was directed to certify the minutes and have them, so certified, inserted in the corporation's minute book.

***Presentation of 5-Year Forecast and Final Proposed Budget for 2020***

Sam Mankiewicz joined the call at 10:45 am. Eva Huala presented the 5-year forecast for Phoenix and the proposed Phoenix 2020 budget, which had been updated since the September 2019 meeting with revised revenue projections for 2020. A discussion followed with board members contributing suggestions for testing of marketing methods and their results, improving the structure of the partner program, and evaluating the costs and revenue from each partner. After this discussion, the board unanimously approved the budget.

***Board Elections***

- a. The terms of Susan Au, Anne Haake, Sam Mankiewicz, Mary Margaret Sprinkle, and Todd Vision ended as of this meeting. Sam Mankiewicz announced that he was not running for reelection due to other obligations. The other four directors agreed to run for reelection. Eric Lyons, as chairperson of the board, ran the elections.
- b. Todd Vision left the conference call and the remaining directors on the call unanimously reelected him to the board for another two-year term.
- c. Todd Vision rejoined and Susan Au left the conference call and the remaining directors present unanimously reelected Susan Au to the board for another two-year.

- d. Susan Au rejoined and Anne Haake left the conference call and the remaining directors present unanimously reelected Anne Haake to the board for another two-year term.
- e. Anne Haake rejoined and Mary Margaret Sprinkle left the conference call and the remaining directors present unanimously reelected Mary Margaret Sprinkle to the board for another two-year term.
- f. Mary Margaret Sprinkle rejoined the call.

***Preparation for the In-Person Meeting***

Board members contributed suggestions for agenda items for the March 2020 meeting. Some of the proposed topics were (1) new board member recruitment, (2) marketing budget, and (3) partner evaluation.

***Next Meeting***

The next in-person Board meeting will be on March 9 and 10, 2020, at the Phoenix offices in Fremont, CA. The Board members were reminded to book their flights, if necessary, and to plan for a full day of meetings on March 9<sup>th</sup> with the meeting schedule ending at 3 pm of March 10<sup>th</sup>.

***Adjournment***

There being no further business to come before the board, the meeting was adjourned at 12:02 pm, Pacific time.

Respectfully submitted,

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Tanya Z. Berardini, Secretary

Minutes were approved during the Annual Board meeting on March 10, 2020.