

June 25th, 2019

Adoption of Digital Transformation Committee and Charter

Dear Board Members,

At our last Board meeting we discussed creating a Digital Transformation Committee that would oversee TOLive's digital transformation initiatives. I am requesting that this be put on the agenda before the Board for approval at our next meeting. I believe it is in the best interest of TOLive to start these initiatives (such as a new website) as soon as possible in order to align with the timing of the Meridian partnership.

Recommendations:

That the Board of Directors of TOLive:

1. Create a Digital Transformation Committee in accordance with the Terms of Reference in Attachment 1 to this letter.
2. Appoint the following members to the Digital Transformation Committee whose biographies in Attachment 2 to this letter:

- Alan Capper
- Gabriel Michaan- Committee Chair
- Gary Crawford
- Humza Teherany
- Miscia Zhang
- Paul Bernards
- Scott Ross
- Shawn Mandel
- Steven Levitan

Sincerely,

Gabriel Michaan
TOLive Board Member