

**MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
PARNASSUS BUILDING COMPANY**

June 13, 2023

Minutes of a Regular Meeting of the Board of Directors of Parnassus Building Company (PBC), a Minnesota non- profit corporation (the “Company”), held virtually on June 13, 2023. Present at the meeting were directors Mr. Joe Picket, Mr. Rob Dyer, and Ms. Laura Bottenfield. Also in attendance was Mr. Greg Friess, Board Chair and Treasurer of Parnassus Preparatory School Board of Directors. The meeting was called to order at 4:30PM

APPROVAL OF AGENDA

The next order of business was to approve the Agenda for the meeting. Upon motion duly made by Mr. Dyer and seconded by Mr. Picket, the Board unanimously approved the Agenda as presented.

APPROVAL OF CONSENT AGENDA

The next order of business was to approve the Consent Agenda for the meeting including Meeting Minutes 21_03_15, the 2023 Financial Delegation Memo. Upon motion duly made by Mr. Picket and seconded by Ms. Bottenfield, the Board unanimously approved the Consent Agenda as presented.

ELECTION OF OFFICERS

The next order of business was to review the election of officers. The elected officers were as follows:

- Mr. Joe Picket, President
- Mr. Rob Dyer, Treasurer
- Ms. Laura Bottenfield, Secretary

REVIEW OF BUSINESS ITEMS

Next order of business was to review Parnassus operating activity, 2023 S&P Ratings, and Building company cash transfer and cash management strategy.

**REVIEW OF PARNASSUS BUILDING COMPANY OPERATIONAL
AUTHORITY**

The next order of business was to review the PBC Operational Authority. Upon motion duly made by Mr. Dyer and seconded by Ms. Bottenfield the Board authorized PBC President Joe Picket and Parnassus Preparatory School Executive Director Constance Ford to serve as designated signers on PBC accounts and operate the Company in conjunction with Parnassus Preparatory Schools mission and operations. The motion passed unanimously.

ADJOURNMENT

The next order of business was to discuss the adjournment of the meeting. On motion made by Mr. Picket and duly seconded by Mr. Dyer, the Board of Directors unanimously approved to adjourn the meeting.

Respectfully submitted,

Ms. Laura Bottenfield, Secretary