

Wealth Management Services

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For wealth management clients who have portfolios with us, we provide a wide variety of services for which we normally do not charge a fee beyond the account advisor fee. The following is a review of some of those services.

Portfolio

- In establishing and monitoring a portfolio, we take into consideration a variety of portfolio criteria including but not limited to the following: investment objectives, time horizon, desired rate of return, tolerance for volatility and market risk, tax considerations, and income needs now or in the future. We balance these with current economic, market, and political concerns. For additional information on asset management, please see our **Asset Management Services** handout.
- Broadly, we believe portfolios should be diversified among a wide variety of asset classes including non-traditional asset classes. Overall, we describe portfolios as minimal risk, moderate, moderate growth and growth. The vast majority of portfolios with which we work are moderate to moderate growth. A specific investment within a portfolio will normally fall into one of these four categories and often, a portfolio will have a percentage of the total portfolio in each category. In building and monitoring a portfolio, we have access to a variety of investment options and strategies.
- We send out regular reports regarding the portfolio which include return information, commentary on the overall market, and comments on the portfolio. When prudent to do so, we will suggest changes in the portfolio that we believe would be beneficial. Normally, changes will be one of two types—either reduce risk or take advantage of an opportunity.
- Regarding after-tax investments, we take them into consideration and continually monitor tax issues relating to a specific investment.
- For retirees, we develop and monitor a strategy for ongoing income withdrawals from the portfolio.
- We can provide clients with a report listing the annual gain or loss in their portfolio since inception with us. Many investors do not have a record of the actual return of their portfolio, especially if they have made changes in investment advisors or fund companies over the years.
- We can provide clients with the net contribution for each fund they have with us and the tax cost basis which can be very helpful when selling an after-tax fund. With fund company mergers and individual internal fund mergers or consolidations, many fund companies are not able to provide this information.

Account Services

- We assist clients through many services related to the portfolio, including name changes, address changes or transfers to a trust or new owner.
- We keep track of beneficiary designations and periodically send personal correspondence to clients listing their current beneficiaries on each account and offer to make changes if they wish to do so.
- For retirees with traditional IRA and/or 403(b) accounts, we provide required minimum distribution information and analysis. In addition, we can coordinate with other similar qualified retirement accounts.
- In the event of death, we provide assistance in either liquidating the account or transferring to the heirs.

Retirement

- We provide retirement planning information and analysis. Though we do not provide a guarantee of future income, the information and analysis help clients plan for the future. In doing so, we include not only the portfolio with us, but government social security benefits, pensions, qualified retirement plans through the client's employer, and other retirement and nonretirement assets a client may have.
- For clients a number of years away from retirement, based on current information and stated assumptions we can compare their current retirement assets and contributions to their retirement objectives which include age of retirement and desired income after retirement.
- We provide information and suggestions for various retirement accumulation strategies including both qualified and non-qualified retirement plan options.

Ranstrom Financial Planning Services

Doyle A. Ranstrom, MS, CFP
Ryan S. Berg, CPA, CFP, PFS
Courtney E. Ranstrom, MBA

- For clients close to or at retirement, we provide a retirement cash flow analysis which lists various sources of retirement income, and projects the income from each source based on current information and stated assumptions. Again, it is not a guarantee of future income, but it does help clients determine if they can maintain their lifestyle after retirement.
- The transition from accumulating retirement assets to withdrawing income from those assets is a very important process for retirees. We help clients review various income withdrawal options and continue to monitor the current strategy alongside other options that might be available. For retirees who are withdrawing income from their portfolio, we monitor the rate of withdrawal and provide this information during client reviews.

General Financial Planning

- We provide information, analysis, and suggestions regarding cash flow, developing and monitoring a budget, and debt reduction.
- We provide information and analysis related to various tax concerns. This includes estimating tax liability, tax reduction strategies, various types of taxes, and tax efficient investment strategies.
- We provide information and analysis relating to planning for a college education which includes estimations of future costs, sources of cash for college expenses, and strategies for accumulating assets to fund a college education.
- We have a document imaging system that enables us to electronically store important records, files, and papers, which may be used as a backup or to reduce the amount of paper records that clients maintain. We can supply the electronic files in a format that would be most convenient (CDs, flash drives, PDF files, etc).

Estate Planning

- Although estate planning ultimately requires consulting with a qualified estate planning attorney, we do provide information, analysis, and suggestions regarding estate planning. Specifically, we provide information related to wills, testamentary trusts, living wills, health care directives, and durable powers of attorney.
- We also provide clients with information related to owning their property in the form of a revocable living trust which has several estate planning features and advantages.
- We provide information regarding gifts to family members and heirs, as well as options and benefits, including tax benefits, relating to charitable gifts, both as a present gift and from the estate.
- For clients who are concerned with possible estate taxes, we provide information, analysis, and strategies for reducing or eliminating estate tax liability.
- In the event of death, we help the estate administrator or heirs with estate issues and distribution.

Risk Management

- We provide information and analysis related to risk management issues in the following areas: health, life, disability, and long-term care insurance. We work with low cost term life insurance companies and disability insurance carriers; however, we do not work with health or long term care insurance though we can provide generic information regarding these services.

General Consulting

- When clients call with a specific and occasionally unusual question regarding some area of financial planning or analysis, Ryan, Courtney, and I have the combination of credentials, experience, and ongoing education to provide consultation and to comment on a wide range of financial concerns. In addition, we subscribe to informational services that can help us obtain information related to a specific question. Generally, we do not charge for these calls from clients who have portfolios with us.

In summary, we provide a wide variety of services, generally at no charge, in addition to being the financial advisor to the portfolio.