



# GOEPPER BURKHARDT

*Retirement Wealth Management*

531 S. Main Street, Suite 303

Greenville, SC 29601

Phone (864) 370-3244

Toll Free 1-866-492-0191

Fax (864) 239-0760

[www.gbrwm.com](http://www.gbrwm.com)    [service@gbrwm.com](mailto:service@gbrwm.com)

December 31, 2019

This brochure provides information about the qualifications and business practices of Goepper Burkhardt LLC. If you have any questions about the contents of this brochure, please contact us at (864) 370-3244 or Bland Burkhardt, Chief Compliance Officer, at [bland@gbrwm.com](mailto:bland@gbrwm.com). The information contained in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Goepper Burkhardt LLC is a Registered Investment Adviser. Registration of an Investment Adviser does not imply any level of skill or training. The oral and written communications of an adviser provide you with information about which you determine to hire or retain an advisor.

Additional information about Goepper Burkhardt LLC is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov). Our CRD number is 127896.

## **Item 2 – Material Changes**

This brochure, dated December 31, 2019, is an update to the December 31, 2018 version previously circulated.

### **Material Changes since the Last Update**

Our firm entered into a contingent sale agreement with a like-minded firm as part of our business continuity and disaster recovery plan. This agreement was put in place to protect GB clients in the event of the death of one or both officers of GB. GB clients would not be obligated to continue working with the new firm.

Our brochure may be requested, at no charge, by contacting Bland Burkhardt at (864) 370-3244 or [bland@gbrwm.com](mailto:bland@gbrwm.com) .



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## Item 4 - Advisory Business

**Firm Description.** Goepper Burkhardt LLC (hereafter referred to as GB) was founded in 2003. The firm is registered with the U.S. Securities and Exchange Commission as a Registered Investment Adviser, and operates as a fee-only fiduciary. GB provides portfolio management and retirement planning primarily for individuals and families. The firm specializes in investing, retirement planning, tax planning and intergenerational family wealth transfer. GB also provides advice to portfolio management clients on non-investment financial issues. Our financial advice often rises to the level of comprehensive retirement planning. We call this combination of portfolio management and comprehensive retirement planning, retirement wealth management. The firm's compensation is solely from fees paid directly by clients. In the financial service industry, this is referred to as a fee-only fiduciary firm. Our firm does not receive commissions based on the client's purchase of financial products. No referral fees are paid or accepted. Assets under the discretionary management of GB are held in custody at Schwab Institutional and Nationwide. Please refer to Item 12 – Brokerage Practices for more information regarding the process used to select custodians. All other assets under management are managed on a non-discretionary basis. GB may recommend other professionals (e.g., lawyers, accountants, etc.) at the request of the client. Other professionals are engaged directly by the client on an as-needed basis even when recommended by GB. Conflicts of interest are disclosed to the client and will be managed in the best interests of the client.

**Officers/Advisors.** GB has two officers/advisors: W. Dant Goepper and J. Bland Burkhardt III. Dant and Bland live in Greenville, SC.

**Primary Service.** GB's primary service is retirement wealth management. Retirement wealth management is composed of portfolio management and comprehensive retirement planning. The process is tailored to retirees and pre-retirees and focused on their unique risks, fears and concerns.

Portfolios are tailored to each client's individual situation. Client goals and objectives are clarified in meetings and are used to determine the course of action for each individual client. The goals and objectives for each client are documented in our client files. Clients may impose restrictions on investing in certain securities or types of securities. Clients are advised that it is their responsibility to promptly notify GB when there is a material change in their financial situation or with their goals and objectives.

Comprehensive retirement planning is provided in combination with our portfolio management. After a retirement plan is created, GB assists in the ongoing implementation of the plan to the extent possible. Client involvement is always necessary due to changing circumstances and privacy issues. GB believes that portfolio management and comprehensive retirement planning



services must be performed together for us to know our clients well enough to be effective at both.

### **Important Disclosures**

GB does not serve as an accountant, attorney, insurance agent or tax preparer and no portion of our advice should be construed as such.

GB clients retain discretion over implementation decisions and are free to accept or reject any recommendations made by GB or other professionals. If the client engages any unaffiliated recommended professionals, and a dispute arises thereafter, the client agrees to seek recourse exclusively from the engaged professional.

In performing our services, GB relies on data provided by the client. GB shall not be required to verify any information received from the client or from the client's other professionals. It is the client's responsibility to verify the accuracy and completeness of data provided to GB for retirement planning.

**Managed Assets.** As of December 31, 2019, GB has \$198,540,352 in assets-under-management for 110 clients in 430 accounts. Most assets are managed on a discretionary basis.

### **Item 5 - Fees and Compensation**

**Retirement Wealth Management Fees.** Annual fees are based on a percentage of assets-under-management. GB's standard fee schedule is tiered as follows:

.95% (95 basis points) or a minimum fee of \$750/month from \$0 to \$1 million in assets under management;

.85% (85 basis points) from \$1 million to \$2 million in assets under management;

.75% (75 basis points) from \$2 million to \$3 million in assets under management;

.65% (65 basis points) from \$3 million to \$4 million in assets under management;

.55% (55 basis points) from \$4 million to \$5 million in assets under management;

.45% (45 basis points) from \$5 million to \$6 million in assets under management;

.35% (35 basis points) from \$6 million to \$7 million in assets under management;

.25% (25 basis points) on all assets over \$7 million.

The resulting fee is a blended rate of all the tiers.



This fee schedule is meant to encourage clients to aggregate all financial assets at GB. GB may adjust fees and fee schedules under special circumstances. Adjustments are based upon the complexity of the services rendered to the client. GB usually requires a minimum account size of \$1,000,000 and has a minimum fee of \$750 per month. Pre-existing advisory clients are subject to GB's minimum account requirements and advisory fees in effect at the time the client entered the advisory relationship. Therefore, GB's minimum account requirements and fee schedules will differ among clients.

Retirement wealth management fees are billed monthly in arrears, based on the market value of the aggregate of all managed accounts at the end of the previous month. Client fees are debited from the client's custodial accounts at Schwab Institutional. GB clients do not have the option of paying GB directly (check, credit card, etc.).

**Other Fees.** GB has selected Schwab Institutional as its broker/custodian. Please see Item 12 - Brokerage Practices for more information on the process we use to select brokerage firms for your securities transactions. Schwab Institutional charges transaction fees on bonds and on many mutual funds. Clients can pay these transaction fees themselves or elect to have GB rebate their transaction fees. When GB rebates the monthly transaction charges, we reduce the client's monthly fee by the amount of those charges during the previous month. There are advantages and disadvantages to each arrangement. For example, when clients pay their transaction fees, they may incur higher trading expenses during turbulent markets when advisors tend to trade more often. On the other hand, when an advisor rebates transaction fees to clients, they may not trade as freely and they may develop a bias toward no-transaction fee securities and low-transaction-fee securities.

Clients should also understand that mutual funds and exchange traded funds impose internal investment management fees described in the fund's prospectus. These fees are in addition to the fees paid to GB. GB designs our investment portfolios to minimize these expenses. Custodians may charge other fees including, but not limited to, wire transfer fees, overdraft fees, etc., and these fees are the responsibility of the client. GB may charge hourly fees when counseling clients who do not have substantially all their portfolio assets under management with GB.

GB takes all fees and expenses into account, with the goal of minimizing mutual fund internal expense ratios, deferred sales charges, transfer fees, wire transfer fees, electronic fund transfer fees and taxes. These fees and expenses are in addition to the GB retirement wealth management fee.

**Commissions on the Sale of Financial Products.** GB receives compensation solely from fees paid directly by clients i.e. the firm does not receive commissions on the sale of financial products or referral fees from other professionals.



## **Item 6 – Performance-Based Fees and Side-By-Side Management**

GB does not charge performance-based fees, which are fees based on a share of capital gains or capital appreciation of the assets of a client’s account. GB does not advise or manage any funds (i.e., hedge fund, mutual fund) alongside client accounts, which may be referred to as “side-by-side” management.

## **Item 7 – Types of Clients**

GB provides retirement wealth management services to retirement-minded individuals, families, foundations, retirement plans, trusts and estates.

GB usually requires a minimum account size of \$1,000,000 or a minimum fee of \$750 per month. However, GB may also use other metrics including income, savings rate, and assets to make exceptions. GB prefers to partner with clients who are serious about accomplishing their retirement goals rather than having an inflexible focus on account size.

## **Item 8 – Methods of Analysis, Investment Strategies and Risk of Loss**

**Method of Analysis.** GB uses strategic asset allocation and fundamental analysis to select securities. GB’s main sources of analytical data are Morningstar, Schwab Institutional, Northern Capital, Fulcrum Point Financial, Dimensional Fund Advisors, Vanguard, SEC filings, prospectuses and annual reports.

**Investment Strategies.** To control the risks associated with individual markets and individual securities, GB investment portfolios are allocated over multiple asset classes and are diversified within asset classes. GB seeks portfolio diversification through broad global holdings and may adopt an active or a passive approach when selecting securities. We utilize low cost investment securities in the implementation of our investment strategies. The investment strategy for specific clients is based upon their investment time horizon, risk tolerance, asset allocation parameters, investment restrictions, cash flow requirements, etc. These items are recorded in a written client Investment Policy Statement which may be changed by the client at any time. GB strives for tax efficiency and will help clients work out of low-cost-basis positions. GB portfolios are periodically reviewed and rebalanced in a tax efficient manner using a systematic rebalancing process. We also strive to help clients manage their investment behavior, which is an important determinant of successful portfolio outcomes.

**Risk of Loss.** All investments have risks that are borne by investors. GB clients face multiple risks including loss-of-principal risk, market risk, asset class risk, sector and industry risk, company risk, fiscal and monetary policy risk, credit risk, interest rate risk, inflation risk, currency risk, regulatory risk, liquidity risk and sequence-of-returns risk.





## **Item 9 - Disciplinary Information**

**Legal and Disciplinary.** GB and its employees have not been involved in legal or disciplinary events related to past or present activities.

## **Item 10 – Other Financial Industry Activities and Affiliations**

**Industry Affiliations.** GB does not have activities or affiliations with any related person that are material to its advisory business.

## **Item 11 - Code of Ethics and Personal Trading**

**Code of Ethics.** GB is a fiduciary and is committed to following a Code of Ethics policy that fosters a high standard of business and personal conduct for the firm and its employees.

Our Code of Ethics' key points include putting the clients' interest first, objectivity, confidentiality, regulatory compliance and professionalism. The firm will provide a copy of our Code of Ethics to any client or prospective client upon request.

**Personal Trading.** GB employees may buy or sell securities that are also held by clients. Employees may not trade their own securities ahead of client trades. Chief Compliance Officer J. Bland Burkhardt III reviews personal trades to ensure that employees' trading is not based on inside information and that clients of the firm receive preferential treatment. All partners and employees of the firm are required to have their personal securities in custody at Schwab Institutional or to sign a quarterly personal securities transaction report which is kept on file.

## **Item 12 - Brokerage Practices**

**The custodian and brokers GB uses.** GB does not maintain custody of client assets that we manage or on which we advise, although we may be deemed to have custody of client assets if given authority to withdraw assets from the client account (see Item 15—Custody, below). Client assets must be maintained in an account at a “qualified custodian,” generally a broker-dealer or bank. We recommend that our clients use Charles Schwab & Co., Inc. (Schwab Institutional), a registered broker-dealer, member SIPC, as the qualified custodian. GB does not sell annuities. When a client has a previously purchased annuity with a significant tax liability (low cost basis), we recommend that our clients use Nationwide as the custodian. GB uses a 1035 Exchange to transfer the annuity to a Nationwide account with no tax consequences. GB is independently owned and operated and is not affiliated with Schwab or Nationwide.

We recommend clients use Schwab as custodian/broker. If you do not wish to place your assets with Schwab, then GB cannot manage your account. Clients open an account with Schwab by entering into an account agreement directly with Schwab. GB does not open the account for



clients, although we may assist clients in doing so. Schwab will hold client assets in a brokerage account and buy and sell securities when we instruct them to. Even though client accounts are maintained at Schwab, GB can still use other brokers to execute trades for client accounts as described below (see “Your brokerage and custody costs”). Not all advisors require their clients to use a broker-dealer or other custodian selected by the advisor.

**How GB selects brokers/custodians.** GB seeks to select and recommend a custodian/broker that will hold client assets and execute transactions on terms that are, overall, most advantageous when compared with other available providers and their services. We consider a wide range of factors, including:

- Combination of transaction execution services and asset custody services (generally without a separate fee for custody)
- Capability to execute, clear, and settle trades (buy and sell securities for your account)
- Capability to facilitate transfers and payments to and from accounts (wire transfers, check requests, bill payment, etc.)
- Breadth of available investment products (stocks, bonds, mutual funds, exchange-traded funds [ETFs], etc.)
- Availability of investment research and tools that assist us in making investment decisions
- Quality of services
- Competitiveness of the price of those services (commission rates, margin interest rates, other fees, etc.) and willingness to negotiate the prices
- Reputation, financial strength, security and stability
- Prior service to us and our clients
- Availability of other products and services that benefit us, as discussed below (see “Products and services available to GB from Schwab”)

**Client brokerage and custody costs.** Schwab generally does not charge clients separately for custody services but is compensated by charging commissions or other fees on trades that it executes or that settle into Schwab accounts. Certain trades (for example, stocks, ETFs and many mutual funds) may not incur Schwab commissions or transaction fees. Schwab is also compensated by earning interest on the uninvested cash in client accounts in Schwab’s Cash Features Program. Schwab’s commission rates applicable to GB’s client accounts were negotiated based on the condition that clients collectively maintain a certain amount of their



assets in accounts at Schwab. This commitment benefits clients because the overall commission rates clients pay are lower than they would be otherwise. In addition to commissions, Schwab charges clients a flat dollar amount as a “prime broker” or “trade away” fee for each trade that GB has executed by a different broker-dealer but where the securities bought or the funds from the securities sold are deposited (settled) into the client Schwab account. These fees are in addition to the commissions or other compensation clients pay the executing broker-dealer. Because of this, in-order to minimize client trading costs, GB has Schwab execute most trades for client accounts. GB has determined that having Schwab execute most trades is consistent with our duty to seek “best execution” of client trades. Best execution means the most favorable terms for a transaction based on all relevant factors, including those listed above (see “How GB selects brokers/custodians”).

**Products and services available to GB from Schwab.** Schwab Advisor Services™ is Schwab’s business serving independent investment advisory firms like GB. Schwab provides GB and our clients with access to their institutional brokerage services (trading, custody, reporting, and related services), many of which are not typically available to Schwab retail customers. Schwab also makes available various support services. Some of those services help GB manage or administer our clients’ accounts, while others help GB manage and grow our business. Schwab’s support services are generally available on an unsolicited basis (GB does not have to request them) and at no charge to GB. Following is a more detailed description of Schwab’s support services:

**Services that benefit clients.** Schwab’s institutional brokerage services include access to a broad range of investment products, execution of securities transactions, and custody of client assets. The investment products available through Schwab include some to which GB might not otherwise have access or that would require a significantly higher minimum initial investment by our clients. Schwab’s services described in this paragraph generally benefit clients and client accounts.

**Services that may not directly benefit clients.** Schwab also makes available to GB other products and services that benefit us but may not directly benefit clients or client accounts. These products and services assist GB in managing and administering our clients’ accounts. They include investment research, both Schwab’s own and that of third parties. GB may use this research to service all or a substantial number of client accounts, including accounts not maintained at Schwab. In addition to investment research, Schwab also makes available software and other technology that:

- Provide access to client account data such as duplicate trade confirmations and account statements
- Facilitate trade execution and allocate aggregated trade orders for multiple client accounts



- Provide pricing and other market data
- Facilitate payment of GB fees from our clients' accounts
- Assist with back-office functions, recordkeeping, and client reporting

**Services that generally benefit only GB.** Schwab also offers other services intended to help GB manage and further develop our business enterprise. These services include:

- Educational conferences and events
- Consulting on technology, compliance, legal, and business needs
- Publications and conferences on practice management and business succession
- Access to employee benefits providers, human capital consultants, and insurance providers
- Marketing consulting and support

Schwab may provide some of these services itself. In other cases, it will arrange for third-party vendors to provide the services to advisors like GB. Schwab may also discount or waive its fees for some of these services or pay all or a part of a third party's fees. Schwab may also provide advisors like GB with other benefits, such as occasional business entertainment of our personnel. GB has taken advantage of some of these opportunities and may do so in the future.

**GB's interest in Schwab's services.** The availability of these services from Schwab benefits GB because we do not have to produce or purchase them. These services are not contingent upon GB committing any specific amount of business to Schwab in trading commissions or assets in custody. These services may create an incentive for GB to recommend that clients maintain their accounts with Schwab based on GB's interest in receiving Schwab's services that benefit the business, rather than based on the client's interest in receiving the best value in custody services and the most favorable execution of client transactions. This is a potential conflict of interest. GB believes, however, that our selection of Schwab as custodian and broker is in the best interests of GB clients. GB's selection is primarily supported by the scope, quality, and price of Schwab's services (see "How GB selects brokers/ custodians") and not Schwab's services that benefit only GB. Schwab Advisor Services™ serves independent investment advisors and includes the custody, trading, and support services of Schwab.

**Trade Aggregation.** GB rarely uses trade aggregation due to the custom nature of GB investment portfolios. When GB makes broad changes to our investment model portfolios we will sometimes aggregate trades.



### **Item 13 - Review of Accounts**

In-person portfolio reviews are performed by W. Dant Goepper and J. Bland Burkhardt III. At these in-person reviews, GB provides a report detailing the recent performance, composition and characteristics of the client investment portfolio. Internal reviews are performed on a periodic basis to make sure all portfolios adhere to the most recent investment policy statement. Reviews may also be triggered by a client request, by changes in market conditions, by new information about an investment, by changes in tax laws, and/or by other important changes. Reviews of mutual funds, stocks and bonds take place continuously to make sure the securities continue to fit the GB investment strategy and are appropriate for the client investment objectives. Rebalancing client portfolios is a periodic process that is independent of GB portfolio reviews, unless or until there is a change in the client investment policy. Portfolio rebalancing is assisted using Morningstar's Total Rebalancing Expert (TRX) rebalancing software.

### **Item 14 – Client Referrals and Other Compensation**

Incoming referrals may come from current clients, attorneys, accountants and other sources. The firm does not pay for incoming referrals. Outgoing referrals may be sent to other professionals, attorneys, accountants, etc. GB does not accept referral fees or any other form of remuneration from other professionals when making referrals.

GB receives an economic benefit from Schwab in the form of the support products and services it makes available to us and other independent investment advisors whose clients maintain their accounts at Schwab. These products and services, how they benefit us, and the related conflicts of interest are described above (see Item 12—Brokerage Practices).

### **Item 15 - Custody**

All discretionary assets are held in custody at Schwab Institutional and Nationwide, which provide periodic account statements directly to clients. Clients are encouraged to carefully review the statements provided by Schwab Institutional and Nationwide. GB gives investment advice on some assets on a non-discretionary basis.

Under government regulations, GB is deemed to have custody of client assets if, for example, clients authorize GB to instruct Schwab to deduct advisory fees directly from client accounts or if clients grant GB authority to move client money to another person's account. Schwab maintains actual custody of client assets. Clients will receive account statements directly from Schwab at least quarterly. They will be sent to the email or postal mailing address clients provide to Schwab. Clients should carefully review those statements promptly when received. GB also urges clients to compare Schwab's account statements with the periodic portfolio reports received from GB.



## **Item 16 - Investment Discretion**

GB has discretionary authority to manage portfolios on behalf of most clients. We have the authority to determine, without obtaining specific client consent, the securities to be bought or sold, and the amount of the securities to be bought or sold. Discretionary authority facilitates placing trades in clients' accounts on their behalf so that we may promptly implement the investment policy that they have approved. Clients are provided the opportunity to review and discuss our security selection process prior to the implementation of our selections. Clients must sign a limited power of attorney before GB can assume discretionary authority. GB gives investment advice on some assets on a non-discretionary basis. When GB does not have discretion over client assets the firm relies on the client for implementation of advice.

## **Item 17 - Voting Client Securities**

GB does not vote proxies on behalf of clients. However, GB is available to discuss proxy issues with clients. Proxies are distributed from the custodian of your assets. The client is responsible for instructing the custodian how securities owned by the client should be voted and for making elections regarding mergers, acquisitions, bankruptcy proceedings or other events. Clients are also responsible for instructing the custodian to forward the client copies of all proxies and shareholder communications relating to the client investment assets. GB welcomes the discussion of proxy issues with clients.

## **Item 18 - Financial Information**

GB does not have financial impairments that would preclude the firm from meeting its commitments to clients. A balance sheet is not required to be provided to clients because GB does not serve as a custodian for client funds or securities and does not require prepayment of fees.





# GOEPPER BURKHARDT

*Retirement Wealth Management*

Brochure Supplement

Form ADV Part 2 B

This brochure supplements the Goepper Burkhardt  
(Hereafter GB) firm brochure. You should have received a  
copy of that brochure.

If you did not receive our firm brochure or if you have any questions about the contents of this  
supplement, please contact us at:

Goepper Burkhardt Retirement Wealth Management

531 S. Main Street, Suite 303, Greenville, SC 29601

Local phone 370-3244 Toll Free 1-866-492-0191 Fax (864) 239-0760

service@gbrwm.com www.gbrwm.com



Brochure Supplement Part 2B of Form ADV

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## **Item 1 - Experience, Education and Business Standards**

GB requires employees who render investment advice to 1) have 10 years or more experience in financial services; 2) hold, or be pursuing, one of the following professional designations (in alphabetical order): Certified Financial Planner®, Certified Public Accountant, Chartered Financial Analyst or Chartered Wealth Manager®; 3) subscribe to the company's Code of Ethics.

## **Item 2 - Professional Certifications and Designations**

GB employees have earned certifications and designations that are required to be explained in further detail.

**Certified Financial Planner™ (CFP®).** CFP® and federally registered CFP (with flame design) marks (collectively, the “CFP® marks”) are professional certification marks granted in the United States by Certified Financial Planner Board of Standards, Inc. (“CFP Board”).

The CFP® certification is a voluntary certification; no federal or state law or regulation requires financial planners to hold CFP® certification. It is recognized in the United States and many other countries for its (1) high standard of professional education; (2) stringent code of conduct and standards of practice; and (3) ethical requirements that govern professional engagements with clients. To attain the right to use the CFP® marks, an individual must satisfactorily fulfill the following requirements:

**Education** – Complete an advanced college-level course of study addressing the financial planning subject areas that CFP Board's studies have determined as necessary for the competent and professional delivery of financial planning services, and attain a Bachelor's Degree from a regionally accredited United States college or university (or its equivalent from a foreign university). CFP Board's financial planning subject areas include insurance planning and risk management, employee benefits planning, investment planning, income tax planning, retirement planning, and estate planning;

**Examination** – Pass the comprehensive CFP® Certification Examination. The examination, administered in 10 hours over a two-day period, includes case studies and client scenarios designed to test one's ability to correctly diagnose financial planning issues and apply one's knowledge of financial planning to real world circumstances;

**Experience** – Complete at least three years of full-time financial planning-related experience (or the equivalent, measured as 2,000 hours per year); and

**Ethics** – Agree to be bound by CFP Board's Standards of Professional Conduct, a set of documents outlining the ethical and practice standards for CFP® professionals.



Individuals who become certified must complete the following ongoing education and ethics requirements to maintain the right to continue to use the CFP® marks:

**Continuing Education** – Complete 30 hours of continuing education hours every two years, including two hours on the Code of Ethics and other parts of the Standards of Professional Conduct, to maintain competence and keep up with developments in the financial planning field.

**Ethics** – Renew an agreement to be bound by the Standards of Professional Conduct. The Standards prominently require that CFP® professionals provide financial planning services at a fiduciary standard of care. This means CFP® professionals must provide financial planning services in the best interests of their clients.

CFP® professionals who fail to comply with the above standards and requirements may be subject to CFP Board’s enforcement process, which could result in suspension or permanent revocation of their CFP® certification.

**Certified Public Accountant (CPA).** Licensing as a Certified Public Accountant in South Carolina means meeting several state regulated requirements.

**Education.** South Carolina requires a CPA candidate to have a certain amount of education.

A candidate needs to have a total of 150 semester hours of completed coursework and have earned a bachelor's degree. These 150 hours must include at least 36 hours of accounting courses that cover financial and managerial accounting, taxation and auditing, and 36 hours of business courses, including macro or microeconomics, finance, business law, management, computer science and marketing.

**Testing.** To be eligible for licensing, a candidate must pass all four parts of the CPA exam with a score of 75 or higher. Those four parts are: audit, financial accounting, regulation and general business. In addition to the general CPA exam, South Carolina requires applicants to take a business ethics course and pass an ethics test with a score of 90 or higher.

**Experience.** South Carolina has an experience requirement to obtain a CPA license. An applicant must work for a licensed CPA for a period of one year, or 2,080 hours, performing work he or she would do in a public accounting firm. If an applicant works only part time on accounting duties, only the time spent on the accounting duties would count toward the experience requirement. An applicant may also fulfill the requirement by showing at least five years of experience teaching accounting at a college or university that is recognized by the South Carolina Board of Accountancy. A combination of on-the-job experience and teaching may be used to satisfy the CPA requirements.



**Personal Financial Specialist (PFS).** A PFS candidate must hold a valid and unrevoked CPA license issued by a legally constituted state authority. The CPA license establishes the ethical and professional foundation for the PFS Credential.

**Education.** A PFS Candidate must earn a minimum of 80 hours of personal financial planning education within the five-year period preceding the date of the PFS application. The education must be in the 9 areas that make up the PFS Body of Knowledge. Alternative sources include a combination of professional CPE, approved courses at an accredited university or college, or presenting and authoring on financial planning subjects.

**Experience.** The PFS Candidate must have 2 years of full-time business or teaching experience (or 3,000 hours equivalent) in personal financial planning within the five-year period preceding the date of the PFS application.

**Testing.** The PFS Candidate must successfully pass a PFP-related exam. Successful completion of the following examinations will satisfy the examination requirements for the PFS Credential: Certified Financial Planner® (CFP) and Chartered Financial Consultant (ChFC).

**Chartered Wealth Manager®.** The Chartered Wealth Manager® professional designation is sponsored by the American Academy of Financial Management (AAFM). It is a voluntary designation e.g. no federal or state law or regulation requires wealth management practitioners to hold the Chartered Wealth Manager® designation.

To attain the right to use the Chartered Wealth Manager® designation an individual must have three or more years of experience as a wealth management practitioner and have completed one or more of the following requirements:

- Have a law degree from an accredited law school.
- Have a master's degree in finance, accounting or law.
- Have successfully completed the courses approved by the AAFM, including courses in: Investment Science, Portfolio Management, Tax Planning, Estate and Trust Planning, Retirement Planning, Private Banking

To maintain the designation, Chartered Wealth Manager® designees must complete 30 hours every two years in approved continuing education and must abide by the Chartered Wealth Manager® code of ethics.

**Retirement Management Advisor® (RMA®).** The Retirement Management Advisor program is an advanced certificate program and pathway to certification that focuses on building custom retirement income plans to mitigate clients' risks and to master the retirement planning advisory



process, all within an increasingly regulatory environment.

The RMA certification provides advisors with practical tools, techniques, and methodologies. The result is a set of knowledge and skills that can satisfy clients' retirement needs. Learners may elect to complete just the online course and receive a certificate of completion or advance through the capstone course and the final exam to receive the RMA certification.

To maintain the designation, advisors must complete 20 hours of continuing education each year.

### **Item 3 - Supervised Personnel**

#### **W. Dant Goepper: DOB 4/17/1946**

Experience: Dant began his financial services career in 1970. Prior to GB, he was the Executive Vice-President and Chief Investment Officer of Trust Company of the South, a South Carolina trust bank. Prior to Trust Company of the South, he was President of Goepper Financial Advisors, Inc., a SEC Registered Investment Advisor.

Education: Dant studied English language education at East Carolina (in those days a teacher's college) and the College of Teachers at the University of London. He earned a teaching certificate in English as a Second Language and a Graduate Diploma in Education. In 1970, he began working in financial services.

Designation: Chartered Wealth Manager®

Disciplinary Information: None

Supervision: His compliance related activities are supervised by J. Bland Burkhardt III, Chief Compliance Officer.

Outside Activities: He teaches wealth management (investment planning, tax planning, retirement planning and estate planning) at Furman University's Osher Life Long Learning Institute.

Other: No reportable additional business activities or compensation.



**J. Bland Burkhardt III: DOB 10/25/1966**

Experience: Bland began his financial services career in 1994. Prior to GB, he was a personal financial advisor for Trust Company of the South, a South Carolina trust bank. Prior to Trust Company of the South, he was the Chief Financial Officer for The Delta Group (now Comparion Medical Analytics), the country's largest privately-held healthcare information services company. Before that, he was a CPA and consultant at KPMG, a big four accounting firm.

Education: Bland attended Wake Forest University where he earned a Bachelor of Science from the School of Business and Accountancy and a Master of Business Administration from the Babcock Graduate School of Management.

Designations: Certified Financial Planner® (CFP®), Certified Public Accountant (CPA), Personal Financial Specialist (PFS) (the American Institute of CPAs), and Retirement Management Advisor® (RMA®).

Disciplinary Information: None

Supervision: His compliance related activities are supervised by W. Dant Goepper.

Outside Activities: He is a past Chairman of the St. Mary's Golf Classic and Gala, a past board member of Girls Golf at Furman and is a member of the American Institute of Certified Public Accountants (AICPA) and the National Association of Personal Financial Advisors (NAPFA). He also teaches retirement investing and financial planning for the Osher Life Long Learning Institute at Furman University in Greenville, SC.

Other: No reportable additional business activities or compensation.



## **Business Continuity Plan**

GB has a business continuity plan in place to mitigate and recover from natural disasters, internet outages and the loss of services of key people. Alternate work locations are identified to support ongoing operations in the event the main office is unavailable. Cloud storage is used as a disaster-proof backup.

It is our intention to contact all clients within three days of a disaster that dictates moving our office to an alternate location. GB has an agreement between the officers to support GB in the event of the death, disability or retirement of the partners. Our firm also entered into a contingent sale agreement with a like-minded firm as part of our business continuity and disaster recovery plan. This agreement was put in place to protect GB clients in the event of the death of one or both officers of GB. GB clients would not be obligated to continue working with the new firm.

## **Privacy Notice**

GB is committed to maintaining the confidentiality and security of the personal information that is entrusted to us. GB maintains an information security program to reduce the risk that personal and confidential information may be breached. We maintain a secure office to ensure that our clients' information is not placed at unreasonable risk. We employ a firewall, secure data encryption techniques and authentication procedures in our computer environment. Nonpublic information that we collect from our clients may include information about personal finances, information about health to the extent that it is needed for the investment planning process and information about transactions between clients and third parties. We use this information to help our clients meet their personal financial goals. With our clients' permission, we will disclose limited information to attorneys, accountants, and other professionals with whom they have established a relationship. Clients may opt out from our sharing information with these nonaffiliated third parties by notifying us at any time by telephone, mail, fax, email, or in person. We store information with Schwab Institutional, Nationwide, Morningstar, Redtail, Emoney, Holistiplan, Finametrica and other cloud based financial planning software. These software providers store some client information on their servers, which is referred to as "cloud storage". We do not provide personal information to mailing list vendors or solicitors. We require strict confidentiality in our agreements with unaffiliated third parties that require access to personal information, including financial service companies, consultants and auditors. Federal and state securities regulators may review our records as permitted by law. Records will be maintained by GB for the period required by federal and state securities laws. After that time, information may be destroyed. We will notify our clients in advance if our privacy policy changes. We are required by law to deliver this Privacy Notice to our clients annually.

