

MARIN COUNTY ESTATE PLANNING COUNCIL

MEMBERSHIP GUIDELINES

These guidelines are intended for the Board's use when considering membership. The guidelines are not intended to be hard and fast rules to be applied in all cases. Each candidate's circumstances are unique and the Board has discretion when considering each application for membership. These guidelines are subject to interpretation and change by a resolution of the Board at any time.

Application

Persons applying for membership in the Council must submit: a) an Application for Membership; b) a résumé; c) a thoughtful statement describing the applicant's experience and professional activities in estate planning and/or trust administration and why the applicant believes he or she is qualified for membership; and d) nominations by two current members of the Council.

Membership Requirements

Estate Planning Activities

Prospective members must be actively and professionally involved in providing estate planning and/or estate administration services to clients, including the formulation and/or implementation of estate planning strategies and techniques or, in the case of academic members, in teaching and/or scholarship. This requirement must be met regardless of the applicant's membership category. As examples, neither asset selection nor management, such as the sale, disposition, procurement and management of assets, nor mere fundraising for charities (current or endowment) are considered estate planning strategies and techniques.

Minimum Years of Experience and Residency Requirement

The applicant should have a minimum of five (5) years experience in estate planning for others in a professional capacity as described above, and must be a resident of or doing business in Marin County.

Nominations for Membership

The nominations of two members in good standing, one of whom must have been a member for at least one year, are required on the application. Nominating members must have had sufficient historical professional contact with the applicant to assert his or her belief that the applicant meets the membership criteria.

Membership Categories

The Marin County Estate Planning Council's Bylaws provide for eight membership categories: (1) Accountant; (2) Attorney; (3) Investment Advisor; (4) Fiduciary; (5) Financial Planner; (6) Insurance Agent; (7) Charitable Planner; and (8) At Large Professional.

The requirements and/or definitions of each membership category are below:

Accountant - Must be a licensed CPA in public practice.

Attorney - Must be an active member of the State Bar of California and actively engaged in the practice of law.

Investment Advisor – Must be a Registered Investment Advisor or hold a Series 7 registration. However, individuals who provide investment advisory services and whose primary duty is the procurement of assets and/or portfolio management, but who are not significantly involved in the formulation and/or implementation of estate planning strategies and techniques may not be approved for membership.

Fiduciary - Must be employed by a state or national institution with trust powers in California (i.e., bank or trust company), or must be a private professional fiduciary, or must be a Certified Trust and Financial Advisor (CTFA), and must have interaction with clients.

Financial Planner - Must be a Certified Financial Planner (CFP) or a Chartered Financial Consultant (ChFC).

Insurance – Must be a Chartered Life Underwriter (CLU).

Charitable Planner – Must have substantial educational background in law, tax, financial planning or related field, and substantial experience in advising donors/clients about the philanthropic and tax advantages of planned gifts, including bequests, life income and other split-interest gifts, and how to integrate these charitable giving techniques with their estate and financial planning.

At-Large - Members who do not fit into another membership category, but who clearly are engaged in estate planning as described above. For example, individuals who have ongoing client relationships which include being significantly involved in the formulation and/or implementation of estate planning strategies and techniques may be approved for membership in the At Large category.

Guest Policy

Individuals who may be qualified for membership may attend meetings as a guest of a current member a maximum of **twice per fiscal year**.

DUES STRUCTURE AND MEETING SCHEDULE

Membership dues for the fiscal year of August 2011 to July 2012 are **\$200.00**, which includes the cost of meals for the five meetings generally held on the 2nd Wednesdays of September, November, January, March, and May. Partial-year dues are payable as follows: \$160 if admitted before the November meeting; \$120 if before the January meeting; \$80 if before the March meeting; and \$40 if before the May meeting. (Please note: Membership privileges do not extend to assignment of meals to another person, nor does failure to attend result in credit or refund of dues.)

APPLICATION PROCEDURE

Current members are encouraged to sponsor new members. To ensure that the Council accepts as new members only candidates who are qualified and who will actively participate in the Council, the following procedures should be followed:

1. Applicant is to complete the “APPLICATION FOR MEMBERSHIP,” obtain the nomination of two members in good standing, and attach the required documents.
2. By nominating an applicant and signing the application, a member is asserting his or her belief that the applicant meets the membership criteria. **NOMINATORS SHOULD BE MINDFUL THAT TO QUALIFY FOR MEMBERSHIP, THE APPLICANT MUST HAVE BEEN SIGNIFICANTLY ENGAGED IN ESTATE PLANNING ACTIVITIES FOR THE REQUIRED PERIOD AND HAVE KNOWLEDGE IN THAT FIELD WHICH WILL CONTRIBUTE TO THE PURPOSES AND GOALS OF THE COUNCIL.**
3. **Please email applications to the Board’s membership director, Deborah Hoke Smith, at DeborahHokeSmith@bankofmarin.com**
4. A Board member may contact one or both of the nominating members to discuss the applicant’s qualifications.
5. Approval of the membership application is made by the Board of Directors. The Board usually meets the week following the general membership meeting.
6. Any questions should be directed to the officers and/or directors.

MARIN COUNTY ESTATE PLANNING COUNCIL
APPLICATION FOR MEMBERSHIP
2011-2012

Applicant Name _____

Occupation _____ Years in Profession _____

Employer/Company _____

Mailing Address _____

City _____ Zip _____

Phone _____ Fax _____

E-mail _____

Name as you'd like it to appear on your nametag _____

MEMBERSHIP CATEGORY (see Membership Guidelines for category qualifications)

Accountant **Attorney** **Investment Advisor** **Fiduciary**

Financial Planner **Insurance** **Charitable Planner** **At-Large**

Professional licenses/certificates held: _____ License # _____

Are you a member of other estate planning council(s)? _____ Where? _____

Are you significantly involved in the formulation and/or implementation of estate planning strategies and techniques? _____ How many years? _____ How much of your professional time is involved with estate planning activities? _____% Do you reside in Marin County? _____

_____ Please tell us if a member encouraged you to join the Marin County Estate Planning Council, and if so, who: _____

Please attach 1) your résumé and 2) a thoughtful statement describing your experience and professional activities in estate planning and/or trust administration and why you believe you are qualified for membership. Please note that a minimum of five years' experience in estate planning activities is required.

Nomination by two current council members (printed names, original or fax signatures, and number of years known):

Signature _____ Years known _____

Signature _____ Years known _____

Fiscal year dues are applied in accordance with the schedule on page 2 and are due upon approval of membership. Refer to the Application Procedures on Page 3 for forwarding instructions and additional information.

Applicant's Signature _____ Date _____