

THE LEGACY SPECTRUM



Invitation To Join Personal Board Of Directors

Date: _____

Dear _____,

We write to invite you to become a member of the Personal Board of Advisors that we are forming to help us prepare for our retirement years. Specifically, we want you to help us maintain our financial security.

We are also inviting _____ (*our attorney*) and _____ (*our financial advisor*) to join our Board as you have all helped us in the past with professional advice. Rather than call you on an as-needed basis, we'd like to expand our relationship.

We would like to meet with our Board on a regular basis, at least once per year. With this letter, you have our permission to share information freely with our other Board members. We expect you to collaborate with them and bring to us your best recommendations for the course of action that will help us reach our goals.

The focus of each meeting will be our goals as they relate to our: financial security, estate plan and philanthropic giving. Occasionally, we may ask other advisors to join our meetings, but you three will be our source for comprehensive, coordinated advice.

At our first meeting we will discuss which one of you is best equipped to be our Meeting Facilitator. That person will assume responsibility for scheduling meetings (well in advance), working with us to set agendas, distributing necessary information, following up on action items, taking minutes and acting as our primary contact. We want these meetings to run like a typical board of directors meeting with each of you contributing your expertise and insights.

While we expect you to keep track of the time you spend preparing for and attending meetings (as well as performing any projects we authorize you to undertake during our meetings), we would like you to move from a fee-for-service basis toward a retainer. We also ask that you name your own successor so we can expect uninterrupted service when you are not available either temporarily or permanently.

If you have any questions about what we are proposing here, please give us a call. We are happy to further discuss our thoughts.

Thank you and we look forward to hearing from you.

Sincerely,
