# FORM ADV PART 2B BROCHURE SUPPLEMENT

### Luke Bernard Adam, CPA, CFP®

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#### Forum Financial Management, LP

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This brochure supplement provides information about Luke Bernard Adam that supplements the Forum Financial Management, LP brochure. You should have received a copy of that brochure. Contact us at 630-873-8520 if you did not receive Forum Financial Management, LP's brochure or if you have any questions about the contents of this supplement.

Additional information about Luke Bernard Adam (CRD # 7190821) is available on the SEC's website at <u>www.adviserinfo.sec.gov</u>.

## Item 2 Educational Background and Business Experience

#### Full Legal Name: Luke Bernard Adam, CPA , CFP®

#### **Education Background:**

• University of Illinois Champaign-Urbana, BS Finance and Accountancy, 2008

#### **Business Experience:**

- Forum Financial Management, LP, Investment Adviser Representative, 8/2019 Present
- Jones Lange Lasalle, Sr. Finance Manager, 2/2017 7/2019
- Orbitz Worldwide, Lead Accountant, 7/2010 2/2017

#### **Designations/Certifications:**

Luke B. Adam has earned the following designation(s)/certification(s) and is in good standing with the granting authority:

- Series 65 Uniform Investment Adviser, 2019
- Certified Public Accountant, May 2010
- Certified Financial Planner™ Professional (CFP®), August 2022

### **Item 3 Disciplinary Information**

Mr. Luke Bernard Adam has no reportable disciplinary history.

### **Item 4 Other Business Activities**

Luke Bernard Adam is not actively engaged in any other business or occupation (investment-related or otherwise) beyond his capacity as Investment Adviser Representative of Forum Financial Management, LP. Moreover, Mr. Adam does not receive any commissions, bonuses or other compensation based on the sale of securities or other investment products.

### **Item 5 Additional Compensation**

Luke Bernard Adam does not receive any additional compensation beyond that received as an Investment Adviser Representative of Forum Financial Management, LP.

### **Item 6 Supervision**

Forum has implemented a Code of Ethics and an internal compliance program that guides each associated person in meeting their fiduciary obligations to clients. Advice provided to clients is directed by Forum's investment philosophy. The firm monitors the advice given to Forum's advisory clients by its advisors in the following ways:

- 1. an initial review of the asset allocation for a new client as compared to the client's risk tolerance and investment objectives;
- 2. periodic reviews of a random number of the advisor's client files in order to provide reasonable assurance that the advice provided by the advisor to his or her clients is consistent with the client's stated investment objectives and Forum's policies and procedures, and
- 3. in-person or telephonic meetings with advisors to review client activity.

Moreover, on at least an annual basis, Forum offers training to each of its advisors to cover investments, new products, and related compliance concerns.

Luke Bernard Adam is supervised by Faye H. Nybo, Director of Supervision. Ms. Nybo can be reached at (630) 873-8503 or fnybo@forumfin.com.

### Item 7 Part 2B Appendix 1

Certified Public Accountant (CPA) - CPA's are licensed and regulated by their state boards of accountancy. While state laws and regulations vary, the education, experience and testing requirements for licensure as a CPA generally include minimum college education (typically 150 credit hours with at least a baccalaureate degree and a concentration in accounting), minimum experience levels (most states require at least one year of experience providing services that involve the use of accounting, attest, compilation, management advisory, financial advisory, tax or consulting skills, all of which must be achieved under the supervision of or verification by a CPA), and successful passage of the Uniform CPA Examination. In order to maintain a CPA license, states generally require the completion of 40 hours of continuing professional education (CPE) each year (or 80 hours over a two year period or 120 hours over a three year period). Additionally, all American Institute of Certified Public Accountants (AICPA) members are required to follow a rigorous Code of Professional Conduct which requires that they act with integrity, objectivity, due care, competence, fully disclose any conflicts of interest (and obtain client consent if a conflict exists), maintain client confidentiality, disclose to the client any commission or referral fees, and serve the public interest when providing financial services. The vast majority of state boards of accountancy have adopted the AICPA's Code of Professional Conduct within their state accountancy laws or have created their own.

#### CERTIFIED FINANCIAL PLANNER™ Professional

I am certified for financial planning services in the United States by Certified Financial Planner Board of Standards, Inc. ("CFP Board"). Therefore, I may refer to myself as a CERTIFIED FINANCIAL PLANNER<sup>™</sup> professional or a CFP<sup>®</sup> professional, and I may use these and CFP Board's other certification marks (the "CFP Board Certification Marks"). The CFP<sup>®</sup> certification is voluntary. No federal or state law or regulation requires financial planners to hold the CFP<sup>®</sup> certification. You may find more information about the CFP<sup>®</sup>

certification at www.cfp.net.

CFP<sup>®</sup> professionals have met CFP Board's high standards for education, examination, experience, and ethics. To become a CFP<sup>®</sup> professional, an individual must fulfill the following requirements:

Education – Earn a bachelor's degree or higher from an accredited college or university and complete CFP Board-approved coursework at a college or university through a CFP Board Registered Program. The coursework covers the financial planning subject areas CFP Board has determined are necessary for the competent and professional delivery of financial planning services, as well as a comprehensive financial plan development capstone course. A candidate may satisfy some of the coursework requirement through other qualifying credentials.
Examination – Pass the comprehensive CFP® Certification Examination. The examination is designed to assess an individual's ability to integrate and apply a broad base of financial planning knowledge in the context of real-life financial planning situations.
Experience – Complete 6,000 hours of professional experience related to the personal financial

planning process, or 4,000 hours of apprenticeship experience that meets additional requirements. **Ethics** – Satisfy the *Fitness Standards for Candidates for CFP*<sup>®</sup> *Certification and Former CFP*<sup>®</sup> *Professionals Seeking Reinstatement* and agree to be bound by CFP Board's Code of Ethics and Standards of Conduct ("Code and Standards"), which sets forth the ethical and practice standards for CFP<sup>®</sup> professionals.

Individuals who become certified must complete the following ongoing education and ethics requirements to remain certified and maintain the right to continue to use the CFP Board Certification Marks:

**Ethics** – Commit to complying with CFP Board's *Code and Standards*. This includes a commitment to CFP Board, as part of the certification, to act as a fiduciary, and therefore, act in the best interests of the client, at all times when providing financial advice and financial planning. CFP Board may sanction a CFP<sup>®</sup> professional who does not abide by this commitment, but CFP Board does not guarantee a CFP<sup>®</sup> professional's services. A client who seeks a similar commitment should obtain a written engagement that includes a fiduciary obligation to the client. **Continuing Education** – Complete 30 hours of continuing education every two years to maintain competence, demonstrate specified levels of knowledge, skills, and abilities, and keep up with developments in financial planning. Two of the hours must address the Code and Standards.