# FORM ADV PART 2B BROCHURE SUPPLEMENT

# Stephen A. Senesac

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#### Forum Financial Management, LP

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This brochure supplement provides information about Stephen Albert Senesac that supplements the Forum Financial Management, LP brochure. You should have received a copy of that brochure. Please 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 Stephen Albert Senesac is available on the SEC's website at <u>www.adviserinfo.sec.gov</u>.

# Item 2 Educational Background and Business Experience

Full Legal Name: Stephen Albert Senesac Born: 1952

#### **Education Background:**

• Brigham Young University, BS, Accounting, 1976

#### **Business Experience:**

- Forum Financial Management, LP, Investment Adviser Representative, 10/2013 to Present.
- Senesac & Lennon Ltd., Tax Consultant, 05/2015 to Present.
- Senesac & Lennon Ltd., Partner, 05/1994 to 05/2015.
- Purshe Kaplan Sterling Investments, Registered Representative, 10/2013 to 12/2014.
- PKS Advisory Services, Investment Adviser Representative, 10/2013 to 12/2014.
- Cetera Financial Specialists LLC, Registered Representative, 05/1998 to 10/2013.
- Cetera Investment Advisers LLC, Investment Adviser Representative, 10/1998 to 10/2013.

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

Stephen A. Senesac has earned the following designation(s)/certification(s) and is in good standing with the granting authority:

- Certified Public Accountant; American Institute of Certified Public Accountants; 1977
- Personal Financial Specialist; American Institute of Certified Public Accountants; 2006.
- Series 65 Uniform Investment Advisor Law Examination; NASAA; 1998.

Please refer to Part 2B Appendix 1 for definitions of the above designations.

# **Item 3 Disciplinary Information**

Stephen A. Senesac has no reportable disciplinary history.

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

Stephen A. Senesac is a Tax Consultant for Senesac & Lennon Ltd. and an independent insurance agent. Accounting and insurance clients of Mr. Senesac may also be clients of Forum Financial Management, LP. The fees earned by Mr. Senesac in his outside business activities are separate and apart from the fees you pay our firm for advisory services. Mr. Senesac's outside business activities present a conflict of interest because Mr. Senesac may have an incentive to recommend accounting/insurance services to clients for the purpose of generating fees. Mr. Senesac spends 10% of his professional time as a certified public accountant.

Please refer to of Form ADV: Firm Brochure, Item 10, (Other Financial Industry Activities and Affiliations) for complete disclosure of the above referenced Investment-Related Activities.

### Item 5 Additional Compensation

Please refer to the *Other Business Activities* section above for disclosures on Mr. Senesac's receipt of additional compensation as a result of his activities as an certified public accountant at Senesac & Lennon Ltd.

Also, please refer to the *Fees and Compensation* section and the *Client Referrals and Other Compensation* section of Forum Financial Management, LP's firm brochure for additional disclosures on this topic.

# **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:

- an initial review of the asset allocation for a new client as compared to the client's risk tolerance and investment objectives;
- 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
- 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.

Stephen A. Senesac 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.

**Personal Financial Specialist (PFS)** - This designation is issued by the American Institute of Certified Public Accountants (AICPA) and is granted to individuals who must meet all of the following prerequisites: a member of the AICPA; hold an unrevoked CPA certificate issued by a state authority; earn at least 100 points under the PFS point system; and have substantial business experience in personal financial planning related services. The candidate is required to obtain personal financial planning specific education in addition to holding a valid CPA. The candidate must take a final certification examination (proctored by the AICPA) and once issued the individual must undergo Continuing Education in the form of 60 PFS points in personal financial planning experience as well as qualified 'life-long learning' activities every three years.