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**May 14, 2024**

## **Part 2A Brochure**

This brochure provides information about the qualifications and business practices of Opus Financial Solutions LLC. If you have any questions about the contents of this brochure, please contact us at (331) 777-5449. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority. Opus Financial Solutions LLC is a Registered Investment Adviser. Registration with the United States Securities and Exchange Commission or any state securities authority does not imply a certain level of skill or training. Additional information about Opus Financial Solutions LLC is available on the Securities and Exchange Commission's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov). You can search this site by a unique identifying number, known as an IARD number. The IARD number for Opus Financial Solutions LLC is #282311.

## ITEM 2 – MATERIAL CHANGES

### SUMMARY OF MATERIAL CHANGES

This section of the Brochure will address only those “material changes” that have been incorporated since our last delivery or posting of this document on the Security and Exchange Commission’s public disclosure website (IAPD) [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).

The following material changes have occurred since our last filing March 2024:

- Item 4: The Chief Compliance Officer is now Lisa Bayer

Currently, a free copy of our Brochure may be requested by contacting Lisa Bayer, CFA, CFP, Chief Compliance Officer and Principal of Opus Financial Solutions LLC at (708) 703-3100.

We encourage you to read this document in its entirety.

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## ITEM 4 – ADVISORY BUSINESS

This disclosure document is being offered to you by Opus Financial Solutions LLC (“Opus”, “Adviser,” “Our Firm”, “Our” or “We”) about the investment advisory services we offer. It discloses information about the services that we provide and the way those services are made available to you, the client.

Opus became registered as an Investment Adviser with the Securities and Exchange Commission (“SEC”) in June 2021. Lisa Bayer is the principal owner and Chief Compliance Officer of the Firm.

Opus offers financial planning, tax, and investment advisory services to individuals, families, and businesses under an Advisory Services Agreement, Financial Planning Agreement, or Retirement Plan Consulting Agreement. Our Firm is committed to helping clients build, manage, and preserve their wealth.

### INVESTMENT MANAGEMENT & SUPERVISION SERVICES

We provide investment management services on a discretionary and non-discretionary basis. We will offer initial complimentary meetings upon our discretion; however, investment advisory services are initiated only after client and Opus execute an Advisory Services Agreement. We do not impose a minimum requirement to open and maintain a managed account for advisory services.

During personal discussions with clients, we determine the client’s objectives, time horizons, risk tolerance, and liquidity needs. As appropriate, we also review a client’s prior investment history, as well as financial situation and background. Based on these factors, we develop a client’s personal profile and investment plan. We then manage the client’s investments based on an agreed upon investment plan. It is the client’s obligation to notify us immediately if circumstances have changed with respect to their goals or financial circumstance. Once we have determined the types of investments to be included in a client’s portfolio and have allocated the assets, we provide ongoing investment review and management services.

With our discretionary relationship, we will make changes to the portfolio, as we deem appropriate, to pursue client financial objectives. We execute trades in client portfolios based on the combination of our market views and client objectives, using our investment process. We make periodic portfolio adjustments as warranted, including adjustments focused on rebalancing the portfolio to the target allocation, tax loss harvesting strategies, addressing changes in a client’s financial circumstances, or securities changes based on evolving market or economic circumstances and our ongoing due diligence. We tailor our advisory services to align with the needs of our clients and seek to ensure that the client’s portfolio is managed in a manner consistent with those needs and objectives. Clients have the ability to leave standing instructions with us to refrain from investing in particular industries or invest in limited amounts of securities. We primarily allocate client assets among Exchanged Traded Funds (“ETFs”), no-load, load-waived, or institutional shares of mutual funds, or other equities in accordance with their stated investment objectives. Cash and cash equivalents and any margin debt balances are included in the calculation of advisory fees. We may also utilize alternative investments in client portfolios including structured products and registered or non-registered products including hedge funds, interval funds, private equity, private credit, or real asset strategies. Many alternative products have limited availability based on client net worth or income qualification, and all have unique risks which differ from investments in publicly traded securities. Opus may rely on third party platforms to provide investment and operational due diligence as well as access to strategies. Please see Alternative Investments under Risk of Loss in Item 8.

If a non-discretionary relationship is in place, calls will be placed presenting the recommendation made and only upon your authorization will any action be taken on your behalf. We have limited authority to direct the

Custodian to deduct our investment advisory fees from accounts, but only with the appropriate written authorization from clients.

Clients may engage us to advise on certain investment products that are not maintained at our Firm's recommended custodian, such as variable life insurance, annuity contracts, and assets held in employer sponsored retirement plans. Where appropriate, we may provide advice about any type of held-away account that is part of a client portfolio.

You are advised and are expected to understand that our past performance is not a guarantee of future results. Certain market and economic risks exist that can adversely affect an account's performance and result in capital losses in your account.

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### **BYALLACCOUNTS PLATFORM**

We make the "ByAllAccounts" platform available to all clients to provide periodic comprehensive planning and/or reporting services, which can incorporate the client's investment assets, including those investment assets that are not part of the assets managed by our Firm (the "Excluded Assets"). Unless otherwise specifically agreed in writing, our service relative to the Excluded Assets is limited to reporting and planning only. Therefore, we shall not be responsible for the investment performance of the Excluded Assets. Rather, the client maintains supervision, monitoring and trading authority for the Excluded Assets. If we are asked to make a recommendation as to any Excluded Assets, the client is under absolutely no obligation to accept the recommendation, and we shall not be responsible for any implementation error (timing, trading, etc.) relative to the Excluded Assets. In the event the client desires that we provide investment advisory services for the Excluded Assets, the client may engage us to do so pursuant the terms and conditions of an agreement between our Firm and the client.

Our Firm and the platform providers are non-affiliated companies. We are charged an annual fee for subscriptions to the providers. Please note that the fee charged to the client will not increase due to any subscription fees paid by our Firm.

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### **PONTERA**

Our Firm is engaged with Pontera, an unaffiliated third-party service provider, for Client accounts not directly held with our recommended Custodian; but where our team has discretion and leverages an Order Management System to implement asset allocation or rebalancing strategies on behalf of the Client. These are primarily 401(k) accounts, 403(b) accounts, 529 plans, variable annuities, and other assets not held with the recommended Custodian. We regularly review the current holdings and available investment options in these accounts, monitor the account, rebalance, and implement our Firm's strategies as necessary.

The platform allows us to avoid being considered to have custody of Client funds since we do not have direct access to Client log-in credentials to affect trades. We are not affiliated with the platform in any way and receive no compensation from them for using their platform. A link will be provided to the Client, allowing them to connect an account(s) to the platform. Once the Client account(s) is connected to the platform, Adviser will review the current account allocations and investment options. When we are authorized with discretionary management, we will rebalance the account, considering Client investment goals and risk tolerance, and any change in allocations will consider current economic and market trends. The goal is to improve account performance over time, minimize loss during complex markets, and manage internal fees that harm account performance. Client account(s) will be reviewed quarterly, and allocation changes will be made as necessary.

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### **FINANCIAL PLANNING SERVICES**

Our clients face ongoing financial decisions that require them to make choices about how they allocate their resources. Our financial planning services are intended to help organize these choices by creating personalized

analyses and recommendations that address our clients' goals, concerns and needs. In order to develop a plan and recommendations, we undertake a process of discovery to understand our clients' financial position, goals, challenges, concerns, and requirements. With the unique goals and circumstances of each family in mind, we may offer financial planning recommendations and strategies relating to the client's budget, savings plan, risk assessment, portfolio analysis, retirement plan, insurance needs analysis, education savings strategy, tax strategy and estate plan. This may include preparing a specific asset allocation strategy and an investment plan that includes the recommended securities in the overall portfolio.

Our specific services in preparing your plan may include:

- Review and clarification of your financial goals.
- Assessment of your overall financial position including cash flow, balance sheet, investment strategy, risk management, and estate planning.
- Creation of a unique plan for each goal you have, including personal and business real estate, education, retirement or financial independence, charitable giving, estate planning, business succession, and other personal goals.
- Development of a goal-oriented investment plan to our clients around tax suggestions, asset allocation, expenses, risk, and liquidity factors for each goal. This includes IRA and qualified plans, taxable, and trust accounts that require special attention.
- Design of a risk management plan including risk tolerance, risk avoidance, mitigation, and transfer, including liquidity as well as various insurance and possible company benefits; and
- Other specific areas you have hired us to review and advise you on.

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## **RETIREMENT PLANNING**

Proactive retirement planning should begin early in life and serve as a fundamental component of one's future financial security. Our focus with our clients is to help them understand if and when they can comfortably retire in the lifestyle they choose; how and how much to save; how to structure their portfolios at different periods of their lives; how to avoid outliving their resources; how to minimize taxes throughout their lives; how to optimize social security and pension accounts; ideal, tax efficient withdrawal strategies, and increase their protection in the event of unanticipated health crises.

We may look at a variety of potential "scenarios" that reflect optimistic and pessimistic or conservative inputs, and we may provide our clients with detailed cash flow scenarios based on these varying assumptions so that they are more informed about the impact of their choices.

### **Disclosure Regarding Rollover Recommendations**

We are fiduciaries under the Investment Advisers Act of 1940, and when we provide investment advice to you regarding your retirement plan account or individual retirement account, we are also fiduciaries within the meaning of Title I of the Employee Retirement Income Security Act (ERISA) and/or the Internal Revenue Code, as applicable, which are laws governing retirement accounts. We have adopted certain policies and procedures to comply with the Department of Labor's PTE 2020-02, *Improving Investment Advice for Workers & Retirees*. Under this special rule's provisions, we understand that Investment Advisory Representatives of our firm must:

- Meet a professional standard of care when making investment recommendations (give prudent advice);
- Never put our financial interests ahead of yours when making recommendations (give loyal advice);
- Avoid misleading statements about conflicts of interest, fees, and investments;
- Follow policies and procedures designed to ensure that we give advice that is in your best interest;
- Charge no more than is reasonable for our services; and

- Give you basic information about conflicts of interest (provided below)

We have to act in your best interest and not put our interest ahead of yours. At the same time, the way we earn compensation creates some conflicts with your interests.

A client or prospect leaving an employer typically has four options regarding an existing retirement plan (and may engage in a combination of these options):

- Leave the money in the former employer's plan, if permitted
- Rollover the assets to the new employer's plan, if one is available and rollovers are permitted
- Rollover to an Individual Retirement Account ("IRA"), or
- Cash out the account value (which could, depending upon the client's age, result in adverse tax consequences).

Opus may recommend an investor roll over assets from a qualified plan to an IRA, or transfer assets from an externally held IRA to an IRA for which Opus provides investment advisory services. As a result, Opus and its representatives may earn an asset-based fee. In contrast, a recommendation that a client or prospective client leave their plan assets with their previous employer or roll over the assets to a plan sponsored by a new employer will generally result in no additional compensation to Opus. We therefore may have an economic incentive to encourage a client to roll plan assets or transfer IRA assets into an IRA that Opus will manage, which could present a conflict of interest. Some clients may pay Opus an asset-based fee for oversight of their qualified plan assets, and that same fee may apply if assets are held in an IRA managed by Opus in which case there is no conflict of interest created by differential fees.

To mitigate the conflict of interest, there are various factors that Opus will consider before recommending a rollover, including but not limited to:

- The investment options available in the plan versus the investment options available in an IRA
- Fees and expenses in the plan versus the fees and expenses in an IRA
- The services and responsiveness of the plan's investment professionals versus services provided by Opus such as ongoing investment due diligence and portfolio rebalancing.
- Whether assets held in ERISA qualified plans offer protection of assets from creditors and legal judgments beyond protections afforded to IRA account holders.
- Required minimum distributions and age considerations, and
- Employer stock tax consequences such as the ability to take advantage of capital gains treatment for net unrealized appreciation on employer stock.

In general, if there is a significant financial planning reason to leave the assets at the prior plan, we will not recommend a rollover. Your advisory representative likely will explain why they recommend leaving the assets in the plan.

To fully evaluate expense differentials, Opus may ask you to research participant expenses and plan investment options and expenses which are otherwise inaccessible by Opus. If you choose not to research and provide the information to Opus and proceed to move your assets to a managed account with Opus, you understand that an evaluation of expense differentials as a component to the decision to roll or transfer your assets cannot be completed.

Acting in your best interest involves more than simply evaluating differences in fees. We also consider subjective elements such as:

- How our portfolio management style and investment selection may benefit a client versus utilizing the plan or account investments on a do-it-yourself basis or if your current plan does not provide investment guidance or equivalent services based on our evaluation.

- Your investment experience and your ability to monitor your own investments.
- Whether consolidation of multiple financial accounts would be beneficial.
- The ability to implement strategies such as ROTH conversions, and more.

Many of these points of evaluation cannot be quantified prospectively and are derived from our professional evaluation and opinion of a client's financial circumstance.

If you choose to move forward with a rollover of qualified plan assets or a transfer of an IRA to an Opus managed account, you acknowledge and accept that there are pros and cons to moving your assets and you are opting to proceed with a rollover or transfer of your assets and have discussed the decision with your Opus Advisor.

Opus's Chief Compliance Officer remains available to address any questions that a client or prospective client has regarding the oversight.

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## **TAX REDUCTION PLANNING**

One component of wealth preservation and creation is minimizing taxes. At Opus, while we work closely with some of our clients' CPAs and are always open to coordinating with more, we have found that there is often a need for a more streamlined, integrated solution between clients' financial planners and their accountants. As such, we offer a consolidated solution, providing financial planning that when applicable, also integrates tax planning into our reviews and recommendations. As an Authorized IRS E-File Provider, we can proactively strategize about our clients' situations and determine, upon our client's choosing, the proper preparation and filing of their federal and state tax returns.

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## **RETIREMENT PLAN ADVISORY & CONSULTING SERVICES**

Opus provides retirement plan consulting services to plan sponsors under a separate Retirement Plan Consulting Agreement. Retirement plan advisory services consists of helping employer plan sponsors to establish, monitor and review their company's retirement plan. As the needs of the plan sponsor dictate, areas of advising could include investment selection and monitoring, plan structure, and participant education.

Pursuant to Section 402(c)(3) of ERISA, the client may appoint us as the Plan's "investment manager" with respect to the Plan's portfolio of investment options. We acknowledge that we are registered as an investment adviser under the SEC. Our firm acts as a "fiduciary" within the meaning of Section 3(21) and 3(38) of ERISA with respect to the Plan. We offer advisory services to employer sponsored retirement plans such as 401(k), 457, 403(b), and cash balance plans.

On the plan level, we manage the investment line-up recommending changes as a 3(21)-investment fiduciary or making changes as a 3(38)-investment fiduciary. If plans allow for self-directed brokerage accounts, it would be up to the participant to select investments and we would make no recommendations on those accounts.

When serving as an ERISA 3(21) investment adviser, the Plan Sponsor and our Firm share fiduciary responsibility. The Plan Sponsor retains ultimate decision-making authority for the investments and may accept or reject the recommendations in accordance with the terms of a Retirement Plan Consulting Agreement. Under the Retirement Plan Consulting Agreement, our Firm can provide the following services to the plan sponsor:

- Review or Development of an Investment Policy Statement
- Perform Due Diligence on Money Managers
- We typically use mutual funds/managed accounts/collective investment trusts/cash equivalents to structure portfolios designed to meet client objectives and risk profiles.
- Provide ongoing Performance Evaluation and Monitoring of Money Managers
- Make Investment Recommendations when necessary



- We will conduct an analysis of a client's retirement plan to evaluate the services currently provided to the client by third parties. The areas of analysis may include asset management services, record keeping, administration, customer service, participant education, fees, etc. These services may also include a cost/benefit analysis, recommendation of alternative vendors, facilitation of the request for proposal process for solicitation of a new vendor, and/or assistance in fee negotiations with proposed vendors.
- We may provide enrollment and educational services or coordinate the delivery of these services through a plan vendor. The contents of the program will be generic in nature and does not include advisory services for specific plan participants.

When serving as a result of the 3(38)-appointment, we are granted full trading authority over plan investments and have the responsibility for the selection and monitoring of all investment options offered under the plan in accordance with the investment policy statement and its underlying investment objectives and strategies for the plan. Plan participants have the ability to exercise control over the investment selection from the plan's line up of investments, and we have no authority or discretion to direct the investment of assets of any participant's account under the plan.

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#### **WRAP FEE PROGRAM**

We do not offer a Wrap Fee Program.

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#### **ASSETS**

As of December 31, 2023, Opus managed a total of \$151,102,859 in regulatory assets under management. \$145,985,373 is managed on a discretionary basis and \$5,117,486 is managed on a non-discretionary basis.

### **ITEM 5 - FEES AND COMPENSATION**

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#### **INVESTMENT MANAGEMENT FEES AND COMPENSATION**

As mentioned in Item 4, Opus offers financial planning, tax, and advisory services to retail investors and businesses under an Advisory Services Agreement.

Our Firm charges a fee ("Management Fee") as compensation for providing investment advisory services on your account. The Management Fee includes investment management supervision, trade entry, other account maintenance and service activities, and may include financial planning and tax-related services. Clients who meet the minimum quarterly Management Fee will be offered at no additional charge an initial financial plan, which will be updated as client financial needs or circumstances change, on an as-needed basis.

The fees for investment management are an annual percentage of assets under management and based on the quarter end value of the client's account(s). Our maximum annual Management Fee for accounts paying a percentage of assets under management is 1.00%. Our minimum quarterly management fee of \$2,500 is required for advisory services to include full financial planning services, including financial planning and tax planning services indicated in Item 4 – Advisory Business. Clients who do not meet a quarterly management Fee of \$2,500 per quarter under an Advisory Services Agreement may be provided with financial planning services upon request at an hourly rate of \$350 per hour, a fixed fee, or annual retainer in addition to Management Fees, subject to Adviser's discretion to waive or modify additional service charges.

The specific Management Fees are set forth in the Advisory Services Agreement. Management Fees may vary based on the size of the combined assets, complexity of the portfolio, extent of activity in the account or other reasons agreed upon by us and you as the client. Management Fees are billed on the quarter end value of the account, on a pro-rata basis, and billed quarterly in arrears on a three-month billing cycle. The initial Management Fee will be billed in arrears and based upon the date the assets are transferred to our Custodian

through a three-month billing cycle. Additional deposits and withdrawals made throughout a billing cycle will be added or subtracted from the assets on a prorated basis to adjust the Management Fee.

Opus may recommend an externally custodied annuity and charge fees in accordance with our Management Fees schedule. In general, Opus will set up externally held annuities at the marginal Management Fee rate based on aggregate assets under management including the annuity value. Opus will either use the carrier's billing process when it aligns with our own billing process, or manually calculate fees at the effective marginal rate and submit invoices to each insurance carrier for billing where the carrier's billing process does not align with our own billing process.

Unless otherwise instructed by the client, we will aggregate asset amounts in accounts from your same household together to determine the advisory fee for all your accounts. We would do this, for example, where we also service accounts on behalf of your minor children, individual and joint accounts for a spouse, and/or other types of related accounts. This consolidation practice is designed to allow you the benefit of an increased asset total, which could cause your account(s) to be assessed a lower marginal advisory fee.

The independent qualified custodian holding your funds and securities will debit your account directly for the advisory fee and pay that fee to us. You will provide advance written authorization permitting the fees to be paid directly from your account held by the qualified custodian. Clients will have online access to both the Custodian's online platform as well as an Opus client portal that provides position, transaction detail, allocation, and return information. Further, the qualified custodian agrees to deliver an account statement at least quarterly directly to you indicating all of the positions and transactions, including the amounts deducted from the account for our Management Fees. At our discretion, our Firm will allow Management Fees to be paid outside of the managed accounts. You are encouraged to review your custodian account statements for accuracy. Our recommended custodian also charges transaction costs, custodial fees, redemption fees, retirement plan and administrative fees or commissions. See Additional Fees and Expenses below for additional details.

As an added service, clients may request that we provide investment recommendations and due diligence reviews for external assets. There generally are two options available to do so.

- 1) Linking External accounts (such as employer retirement accounts (401(k) or 403(b)) – For a rate of 0.25% annually (minimum of \$35 per quarter), we will incorporate linked external accounts into our ongoing investment assessments and recommendations. These accounts will also be viewable within the Opus portal. While linked, as we will only have view access, clients are solely responsible for the implementation of any provided recommendations. If clients are unable to link external accounts but request Adviser to include them into our ongoing investment assessments and recommendations, the above noted fee applies.
- 2) External accounts – Aggregation only. This provides linking of external accounts for purposes of view only aggregation of all of our client's holdings through the Opus portal. We will not provide investment advice with respect to these accounts, but they will be incorporated into our overall review and recommendation pertaining to a client's portfolio asset allocation. The fee for linked aggregation is \$35 per account per quarter.

Either Opus or you may terminate the Advisory Services Agreement immediately upon written notice to the other party. The Management Fee will be prorated to the date of termination for the month in which the cancellation notice was given and billed to your account. Upon termination, you are responsible for monitoring the securities in your account, and we will have no further obligation to act or advise with respect to those assets. In the event of client's death or disability, Opus will continue management of the account until we are given alternative instructions by an authorized party.

Management Fees are calculated pursuant to the agreed upon fee schedule in the Advisory Services Agreement. Your total fee will increase or decrease as portfolio values change. However, in no case will we alter the agreed upon fee schedule based on the performance of your funds or investments.

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#### **FINANCIAL PLANNING SERVICES FEES**

Advisory Clients who do not meet a quarterly management Fee of \$2,500 per quarter may be provided with financial planning services upon request at an hourly rate of \$350 per hour, fixed fee, or annual retainer in addition to Management Fees. When hourly fees apply, before any engagement, we will provide an estimate of the time required for each service upon meeting with the client for an initial consultation. For purposes of disclosure, the typical range is \$1,500 - \$3,000, depending on the level of complexity of the assignment. As previously noted, after our initial consultation with our clients, we will provide a specific estimate of the hours required to complete a requested assignment based on the services requested, in advance of the engagement and in advance of any requested retainer.

Hourly consulting fees are generally billed and payable at the time the financial plan or agreed-upon deliverable is provided to you. Adviser may delay invoicing subject to follow-up work and identified at the plan presentation meeting. Such additional work will continue to accrue hourly charges subject to the adviser's discretion to waive or reduce charges, and under these circumstances, fees will generally be billed at the time of final delivery.

Should you choose to terminate the Financial Planning Agreement by providing us with written notice, fees will be prorated to the date of termination and any earned portion of the fee will be billed to you based on the hours that our firm has spent on creating your financial plan prior to termination. The hourly rate used for this purpose is \$350 per hour.

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#### **RETIREMENT PLAN ADVISORY & CONSULTING FEES**

Fees for retirement plan advisory and consulting services will vary depending on the specific services selected. In general, the more services provided by Opus, the higher the fee level, and the more basic and limited the services provided, the lower the fee level. Fees will be based on a percentage of plan assets and/or a flat fee and/or a project fee. Fees can be paid via an agreement to have the plan custodian or recordkeeper deduct and pay fees directly to Opus, an invoice to the plan custodian/recordkeeper, a direct invoice to the plan sponsor, or direct fee deduction from participant accounts subject to the Plan Agreement.

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#### **ADMINISTRATIVE SERVICES**

We utilize third party technology platforms to support data reconciliation with our Custodian, performance reporting, fee calculation and billing, research, security screens, external account linking, client database maintenance, quarterly performance evaluations, payable reports, client portal administration, and other functions related to the due diligence and administrative tasks of managing client accounts. Due to this arrangement, these technology platforms will have access to client information but will not serve as an investment adviser to our clients. Opus and this third party are non-affiliated companies. This third party charges our Firm an annual fee based on the number of accounts administered. The annual fee is paid from the portion of the Management Fee paid to us by our clients.

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#### **ADDITIONAL FEES AND EXPENSES:**

In addition to the advisory fees paid to our Firm, clients also incur certain charges imposed by other third parties, such as broker-dealers, custodians, trust companies, banks, and other financial institutions (collectively "Financial Institutions"). These additional charges include custodial fees, charges imposed by a mutual fund or ETF in a client's account, as disclosed in the fund's prospectus (e.g., fund management fees and other fund

expenses), odd-lot differentials, transfer taxes, wire transfer and electronic fund fees, and other fees and taxes on brokerage accounts and securities transactions. These practices are described at length in Item 12, below.

#### ITEM 6 - PERFORMANCE BASED FEES AND SIDE-BY-SIDE MANAGEMENT

Our Firm does not engage in performance-based fees. Our advisors are not compensated by performance-based fees. Performance-based fees may create an incentive for the advisor to recommend an investment that may carry a higher degree of risk.

#### ITEM 7 - TYPES OF CLIENTS

We offer investment advisory and financial planning services as described above to individuals, families, business owners, executives, trusts, corporations, and other business entities. There is no minimum to establish an account with our Firm.

#### ITEM 8 - METHODS OF ANALYSIS, INVESTMENT STRATEGIES AND RISK OF LOSS

At Opus, we know our clients have a specific return and risk preference over time so that they can pursue their lifelong goals. Therefore, in constructing our clients' investment plan, we work to assure it aligns with their unique financial circumstances, life goals such as college or retirement savings goals, liquidity needs, tax profile, risk tolerance, and investment time horizons. Upon reviewing all their disclosed assets, including 401K or employer plans, we provide a specific savings, allocation, and investment plan that we then may implement or help to implement depending on the type of client engagement.

While we regularly screen and review our clients' holdings and our preferred holdings, we may recommend different securities for different clients, as each type of security has its own unique set of risks and attributes, and even among similar asset classes, risks can vary widely. However, overall, we typically expect that the higher the expected return of an investment, the higher the level of volatility and/or risk of loss associated with it.

Importantly, we do not believe it is always in a client's best interest to shift their portfolio holdings to those that mirror our recommended investment lists or any "model" portfolio. In some cases, those actions could result in adverse taxable consequences. In cases such as these, we know we may be required to analyze and regularly follow a more extensive list of securities in practice, but we also know that's what our clients pay us for and that is sometimes required of a fiduciary.

Because high fees can detract from goal achievement, we emphasize no-load, lower-cost mutual funds and/or ETFs. We also focus on longer term tax savings with tax-conscious asset location and tax-loss harvesting, where applicable. On an ongoing basis we employ both strategic and tactical investment strategies and rebalancing of the portfolio.

Through third party technology, we offer a secure web-based client portal where clients can access portfolio positions, performance, and where they can also store, share, and access their financial information and documents. While there may be some similarities in the portfolios created by Opus, we understand that every client has their own unique planning needs. We have the ability and flexibility to create portfolios to help our client pursue their unique goals that reflect their unique circumstances. We may utilize the following approaches and forms of analysis:

- **Asset Allocation:** Rather than focusing primarily on securities selection, we attempt to identify an appropriate ratio of securities, fixed income, and cash that we believe best supports the client's financial situation, investment goals and risk tolerance. A risk of asset allocation is that the client may not participate in sharp increases in a particular security, industry, or market sector. Another risk is that the

ratio of equity securities, fixed income, and cash will change over time due to stock and market movements and, if not corrected with rebalancing adjustments, may no longer be appropriate for the client's situation and goals.

- **Mutual Fund and/or ETF Analysis:** We look at the experience and track record of the manager of the mutual fund or ETF in attempt to determine if that manager or strategy has demonstrated an ability to invest over a period of time and in different economic conditions. We also look at myriad historical portfolio statistics in combination to determine the historical efficacy relative to its strategy. We then monitor the funds or ETFs in attempt to determine if they are continuing to follow their stated investment strategy. In addition, we evaluate the fund or ETF's expense ratios and tax efficiency relative to peers and generally are biased towards lower cost and more tax efficient funds or ETFs. A risk of mutual fund and/or ETF analysis is that, as in all securities investments, past performance does not guarantee future results. A manager who has been successful may not be able to replicate that success in the future. In addition, as we do not control the underlying investments in a fund or ETF, managers of different funds held by the client may purchase the same security, increasing the risk to the client if that security were to fall in value. There is also a risk that a manager may deviate from the stated investment mandate or strategy of the fund or ETF, which could make the holding(s) less suitable for the client's portfolio.
- **Fundamental and/or Quantitative Analysis:** We evaluate portfolio positioning in the context of reports on the overall economy, industry conditions, asset class valuations relative to history and relative to other asset classes and government policy. Our approach combines a top-down view with an evaluation of bottom-up metrics. Top-down refers to a view developed by evaluating macroeconomic factors such as GDP growth, consumer trends, broad interest rates and government policy. Bottom up refers to a view developed by evaluating microeconomic factors such as company sales and earnings growth. Much of the data we use in fundamental analysis can be expressed in quantitative terms as mathematical ratios and trends. We compare these ratios to historical values and expectations of the ratios under various future economic and market conditions. Fundamental analysis presents a potential risk as an asset class can move up or down along with the overall market regardless of the economic and financial factors considered in evaluating the asset class

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## RISK OF LOSS

Investing in securities involve certain investment risks. Securities may fluctuate in value or lose value. Clients should be prepared to bear the potential risk of loss. Opus will assist Clients in determining an appropriate strategy based on their tolerance for risk.

Investors should be aware that accounts are subject to the following risks:

- **Market Risk** - Even a long-term investment approach cannot guarantee a profit. Economic, political, and issuer-specific events will cause the value of securities to rise or fall. Because the value of investment portfolios will fluctuate, there is the risk that you will lose money and your investment may be worth more or less upon liquidation.
- **Foreign Securities and Currency Risk** - Investments in international and emerging-market securities include exposure to risks such as currency fluctuations, foreign taxes and regulations, and the potential for illiquid markets and political instability.
- **Capitalization Risk** - Small-cap and mid-cap companies may be hindered as a result of limited resources or less diverse products or services Their stocks have historically been more volatile than the stocks of larger, more established companies.

- **Interest Rate Risk** - In a rising rate environment, the value of fixed-income securities generally declines, and the value of equity securities may be adversely affected.
- **Credit Risk** - Credit risk is the risk that the issuer of a security may be unable to make interest payments and/or repay principal when due. A downgrade to an issuer's credit rating or a perceived change in an issuer's financial strength may affect a security's value and thus, impact the fund's performance.
- **Exchange-Traded Funds** - ETFs face market-trading or liquidity risks, including the potential lack of an active market for shares, losses from trading in the secondary markets, and disruption in the creation/redemption process of the ETF. Any of these factors may lead to the fund's shares trading at either a premium or a discount to its "net asset value."
- **Performance of Underlying Managers** - We select the mutual funds and ETFs in the asset allocation portfolios. However, we depend on the manager of such funds to select individual investments in accordance with their stated investment strategy.
- **Cybersecurity Risk** - In addition to the Material Investment Risks listed above, investing involves various operational and "cybersecurity" risks. These risks include both intentional and unintentional events at our firm or one of its third-party counterparties or service providers, that may result in a loss or corruption of data, result in the unauthorized release or other misuse of confidential information, and generally compromise our Firm's ability to conduct its business. A cybersecurity breach may also result in a third-party obtaining unauthorized access to our clients' information, including social security numbers, home addresses, account numbers, account balances, and account holdings. Our Firm has established business continuity plans and risk management systems designed to reduce the risks associated with cybersecurity breaches. However, there are inherent limitations in these plans and systems, including that certain risks may not have been identified, in large part because different or unknown threats may emerge in the future. As such, there is no guarantee that such efforts will succeed, especially because our Firm does not directly control the cybersecurity systems of our third-party service providers. There is also a risk that cybersecurity breaches may not be detected.
- **Alternative Investments** present unique risks which generally are not primary considerations with investments in publicly traded securities. Investors should be aware of these additional risks including:
  - **Liquidity Risk** – Liquidity refers to how quickly an investment can be sold with the proceeds available to the investor. Depending on the specific strategy, alternative investment liquidity ranges from immediate liquidity in the case of most structured products, quarterly contingent liquidity for certain products, all the way to 10-year lockups for certain unregistered strategies. For structured products, while daily liquidity normally is available, there is no guarantee that liquidity will be available during times of market stress. In short, you may not be able to sell a product and access the proceeds if the product doesn't offer liquidity at the time you need the proceeds. Secondary markets may not exist and if they do, investors may have to sell at a substantial discount.
  - **Credit Risk** – Structured products are typically issued by banks and therefore are subject to the bank's ability to pay. The products normally are issued as senior unsecured debt, which falls between bank depositors and bank bonds in the credit hierarchy. Unless specifically issued as a FDIC insured structured CD, the products do not carry FDIC insurance. Private credit/direct lending vehicles are subject to the borrower's ability to pay. While lenders research company financials to determine credit worthiness, the loans typically are not rated by a ratings agency.

- Transparency and Pricing Risk – Whereas publicly traded ETFs and mutual funds have transparency to the underlying holdings as well as immediate pricing availability to determine the value of those holdings, alternative investments generally invest in non-publicly traded companies and loans. Market value is not readily available on these investments and may only be estimated on a quarterly basis or when an official appraisal is performed. The estimated or appraised value may differ substantially from the value which would be realized on sale.
- Leverage – Many alternative investments make use of financial leverage which amplifies returns. However, leverage also amplifies losses and thus increases the risk of loss.
- Derivatives – Alternative investments like structured products may utilize derivatives like options and futures contracts to synthetically create (or “structure”) a specific investment outcome. The use of derivatives means the investment and potential outcomes may be difficult to understand and subject to unique risks like counterparty risks.
- Tax Reporting - Many alternatives have tax reporting structures which provide K-1 tax reporting versus 1099 reporting. K-1s typically are provided later than initial tax filing deadlines and normally require taxpayers to extend their tax return. In addition, careful placement of alternatives investments is necessary as some generate UBTI (Unrelated Business Taxable Income) which could disqualify an IRA or ERISA based qualified plan holding the investment.
- Fees – Many alternatives are structured as co-investments made with the investment manager acting as general partner and the investor as limited partner. Fees typically are structured such that the general partner is entitled to a share of the limited partner’s profits once a threshold return has been achieved. Other structures provide for incentive fees to managers, which effectively is a share of profits, typically above a threshold return and in addition to management fees. In addition, many alternatives which are made available at lower minimum investment thresholds charge a distribution fee to cover expenses associated with marketing their investment programs. Opus will only offer alternatives which are available under a fee-based structure and will never accept a commission.
- Suitability – Alternatives span a range of risk profiles from very conservative principal protected structured notes to highly speculative leveraged strategies. It is important to understand the place of an alternative investment in the investor portfolio as a protective investment, diversifying investment, or speculative investment.
- Due Diligence – Many alternatives are private investments which are not subject to the same regulatory filings as publicly traded securities. As a result, track records may not be available to evaluate. Opus may rely on third party platforms which provide access to alternative strategies for due diligence services and recommendations.
- Availability – Many alternatives are only available via a subscription agreement. Investment placement may occur immediately, at the end of a period such as end of the month or end of the quarter or could be subject to capital calls where an investor commits a dollar value and the manager “calls” the capital when they’ve identified an investment opportunity to be funded. In addition, alternatives may require certain levels of net worth or income to be eligible to make an investment. These qualifications may range from no requirement, to accredited investor (currently \$1 million net worth excluding primary residence OR income over \$200,000 individually or \$300,000 jointly), to qualified client (currently \$2.2 million of investments excluding primary residence), to qualified purchaser (currently \$5 million of investments excluding primary residence) standards or a different standard as specified by the specific product.

## ITEM 9 - DISCIPLINARY INFORMATION

Neither Opus, nor any of our advisors, has ever had any reportable disciplinary history as a result of criminal or civil actions, administrative enforcement actions, or self-regulatory organization enforcement proceedings.

## ITEM 10 - OTHER FINANCIAL INDUSTRY ACTIVITIES AND AFFILIATIONS

### OTHER AFFILIATIONS

Neither our firm nor our associated persons engage in any other financial industry activities or have any other financial industry affiliations.

## ITEM 11 - CODE OF ETHICS, PARTICIPATION OR INTEREST IN CLIENT TRANSACTIONS AND PERSONAL TRADING

Our Firm allows our associated persons to invest for their own accounts, or to have a financial investment in the same securities or other investments that we recommend or acquire for your account and may engage in transactions that are the same as or different than transactions recommended to or made for your account. This creates a conflict of interest. We recognize the fiduciary responsibility to act in your best interest and have established policies to mitigate conflicts of interest.

We have developed and implemented a Code of Ethics that sets forth standards of conduct expected of our advisory personnel to mitigate this conflict of interest. The Code of Ethics addresses, among other things, personal trading, gifts, and the prohibition against the use of inside information.

The Code of Ethics is designed to protect our clients and to detect and deter misconduct, educate personnel regarding the Firm's expectations and laws governing their conduct, remind personnel that they are in a position of trust and must act with complete propriety at all times, protect the reputation of Opus, safeguard against the violation of the securities laws, and establish procedures for personnel to follow so that we may determine whether their personnel are complying with the Firm's ethical principles.

We have established the following restrictions in order to ensure our Firm's fiduciary responsibilities:

- No associated persons of Opus shall prefer his or her own interest to that of the advisory client.
- Trades for associated persons are traded alongside client accounts.
- We maintain a list of all securities holdings of anyone associated with this advisory practice with access to advisory recommendations. These holdings are reviewed on a regular basis by an appropriate officer/individual of Opus.
- We emphasize the unrestricted right of the client to decline implementation of any advice rendered.
- We require that all associated persons must act in accordance with all applicable Federal and State regulations governing registered investment advisory practices.
- Any associated persons not in observance of the above may be subject to termination.

None of our advisors may effect for himself/herself or for accounts in which he/she holds a beneficial interest, any transactions in a security which is being actively recommended to any of our clients, unless in accordance with the Firm's procedures.

In addition to our Firm's internal Code of Ethics, our advisors are subject to various additional Code of Ethics based on professional certifications and memberships. Examples include the CFP® Code of Ethics and Standards of Conduct for CFP certificants and the CFA Institute Code of Ethics and Standards of Professional Conduct for CFA charter holders.



You may request a complete copy of our Code of Ethics by contacting us at the address, telephone, or email on the cover page of this Part 2A Brochure; Attn: Lisa Bayer, CFA, CFP, Chief Compliance Officer.

## **ITEM 12 - BROKERAGE PRACTICES**

We generally recommend that clients utilize the custody and brokerage services Charles Schwab & Co, Inc., (“Custodian”) a subsidiary of The Charles Schwab Corporation for investment management accounts.

We may recommend that you establish accounts with Custodian to maintain custody of your assets and to effect trades for your accounts. Some of the products, services and other benefits provided by Custodian benefit us and may not benefit you or your account. Our recommendation/requirement that you place assets with Custodian may be based in part on benefits Custodian provides us, and not solely on the nature, cost or quality of custody and execution services provided by Custodian.

We are independently owned and operated and not affiliated with Custodian. Custodian provides us with access to their institutional trading and custody services. These services include brokerage, custody, research and access to mutual funds and other investments that are otherwise generally available only to institutional investors.

Clients have the right to not act upon any recommendations, and if a client elects to act upon any recommendations, the client has the right to not place the transactions through any broker/dealer we recommend. We place trades for client accounts subject to our duty to seek best execution and other fiduciary duties. Our recommendation is generally based on the broker’s cost and fees, skills, reputation, dependability, and compatibility with the client. Clients may be able to obtain lower commissions and fees from other brokers where the value of products, research and services given to us is not a factor in determining the selection of broker/dealer or the reasonableness of their commissions. Not all advisers require their clients to direct brokerage. Opus may be unable to achieve most favorable execution of client transactions and that directing brokerage may cost clients more money. Custodian’s execution quality may be different than other broker-dealers.

Custodian generally does not charge separately for custody but are compensated by account holders through 12b-1 fees, custodian ticket charges, commissions on certain trades, and by earning interest on the uninvested cash in your account.

Custodian makes available to us other products and services that benefit us but may not benefit your accounts in every case. Some of these other products and services assist us in managing and administering your accounts. These include software and technology that provide access to client account data (such as trade confirmations and account statements), facilitate trade execution (and allocation of aggregated trade orders for multiple client accounts), provide research, pricing information and other market data, facilitate payment of our fees from your account, and assist with back-office functions, record-keeping, and reporting.

Many of these services generally may be used to service all or a substantial number of our accounts. Custodian also makes available to us other services intended to help us manage and further develop its business enterprise. These services may include consulting, publications and conferences on practice management, information technology, business succession, regulatory compliance, and marketing. In addition, the custodian may make available, arrange and/or pay for these services rendered to us by third parties. The custodian may discount or waive fees it would otherwise charge for some of these services or pay all or a part of the fees of a third-party providing these services to us.

While as a fiduciary, we endeavor to act in your best interest, our recommendation that you maintain your assets in accounts at our recommended custodian may be based in part on the benefit to us or the availability

of some of the foregoing products and services and not solely on the nature, cost or quality of custody and brokerage services provided by the custodian, which may create a conflict of interest. We endeavor at all times to put the interest of our clients first as a part of our fiduciary duty.

A retirement or ERISA plan client may direct all or part of portfolio transactions for its account through a specific broker or dealer in order to obtain services on behalf of the plan. Such direction is permitted provided that the services provided are reasonable expenses of the plan incurred in the ordinary course of its business for which it otherwise would be obligated and empowered to pay. ERISA prohibits directed brokerage arrangements when the services purchased are not for the exclusive benefit of the plan. Consequently, we will request that plan sponsors who direct plan brokerage provide us with a letter documenting that this arrangement will be for the exclusive benefit of the plan.

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#### **DIRECTED BROKERAGE**

We do not routinely require that you direct us to execute transactions through a specified broker dealer. Additionally, we typically do not permit you to direct brokerage. We place trades for your account subject to our duty to seek best execution and other fiduciary duties.

### **ITEM 13 - REVIEW OF ACCOUNTS**

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#### **ACCOUNT REVIEWS AND REVIEWERS – INVESTMENT SUPERVISORY SERVICES**

We regularly review client accounts along with the securities in those accounts utilizing the ongoing platforms, software, and portfolio management systems available to us. We also conduct periodic account reviews to ensure that the portfolio mix is consistent with our clients' stated objectives, align with the agreed-upon allocation targets, are consistent with tax planning goals and that security holdings are still appropriate for the portfolios and the client's financial situation.

Clients receive financial reports from our custodian at least quarterly, which provide a portfolio statement detailing the securities owned, unit quantity, price, and month end total market value. Additionally, they have 24/7 access to our custodian's online platform as well as our online portal which provides ongoing information about our clients' portfolio positions, performance, asset, and regional allocations, and documents we post regarding their portfolios.

All clients are advised to keep us apprised of any changes in their investment objectives and/or financial situation. They are also advised to let us know immediately if there is a difference between what is reported by our custodian on the statements and what is reported via our online portal.

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#### **STATEMENTS AND REPORTS**

Account statements are delivered directly from the qualified custodian to each client, or the client's independent representative, at least quarterly. When you have questions about your account statements, you should contact Opus or the qualified custodian preparing the statement.

Reports regarding the rate of return of accounts under management of Opus are available to clients on-demand through our client portal. Additional reports are available as requested.

We realize that events and circumstances could change dramatically in between normal reviews. Therefore, if you experience a life event that might necessitate an early review of your investments or financial plan, please let us know and we will be happy to schedule a more frequent review. Such an event might include a marriage, divorce, birth of a child, death or disability of an immediate family member, impending retirement, employment

status, or you bought or sold a business. We also encourage you to ask us if you have any questions about your financial plan or the reports that we generate.

#### **ITEM 14 – CLIENT REFERRALS AND OTHER COMPENSATION**

Our Firm, and its related entities, do not directly or indirectly compensate any person who is not an IAR of our firm nor receive any compensation for any client referrals.

As disclosed under Item 12 Brokerage Practices, we participate in Charles Schwab’s (“Custodian”) institutional customer program, and we recommend Custodian to our clients for custody and brokerage services. There is no direct link between our participation in the program and the investment advice we give to our clients, although we receive economic benefits through our participation in the program that are typically not available to any other independent Investment Advisers which are not participating in the program. These benefits include the following products and services (provided without cost or at a discount): receipt of duplicate Client statements and confirmations; research related products and tools; consulting services; access to a trading desk serving adviser participants; access to block trading (which provides the ability to aggregate securities transactions for execution and then allocate the appropriate shares to Client accounts); the ability to have advisory fees deducted directly from Client accounts; access to an electronic communications network for Client order entry and account information; access to certain ETFs and mutual funds with no transaction fees and to certain institutional money managers; and discounts on compliance, marketing, research, technology, and practice management products or services provided to us by third-party vendors. Custodian may also have paid for business consulting and professional services received by some of our related persons. Some of the products and services made available by Custodian through the program may benefit us but may not benefit your account. These products or services may assist us in managing and administering your account, including accounts not maintained at Custodian. Other services made available by Custodian are intended to help us manage and further develop our business enterprise. The benefits received by our Firm or our personnel through participation in the program do not depend on the amount of brokerage transactions directed to Custodian. As part of our fiduciary duties to clients, we endeavor at all times to put the interests of our clients first. You should be aware, however, that the receipt of economic benefits by our Firm or our related persons in and of itself creates a conflict of interest and may indirectly influence our choice of Custodian for custody and brokerage services.

We also receive certain additional economic benefits (“Additional Services”) from Custodian that may or may not be offered to any other independent investment Advisers participating in the program. Custodian provide the Additional Services to our Firm in its sole discretion and at its own expense. We do not pay any fees to Custodian for the Additional Services.

Our receipt of Additional Services raises potential conflicts of interest. In providing Additional Services to our Firm, Custodian most likely considers the amount and profitability to Custodian of the assets in, and trades placed for, our Firm’s Client accounts maintained with Custodian. Custodian has the right to terminate the Additional Services Addendum with our Firm, in its sole discretion, provided certain conditions are met. Consequently, in order to continue to obtain the Additional Services from Custodian, our Firm may have an incentive to recommend to its Clients that the assets under management by our Firm be held in custody with Custodian and to place transactions for Client accounts with Custodian. Our receipt of Additional Services does not diminish its duty to act in the best interests of its Clients, including to seek best execution of trades for Client accounts.

We do not pay compensation to any unaffiliated party for client referrals outside of the scope of relationships described in Item 10.

## **NON-CASH REFERRAL ARRANGEMENTS**

Our Firm may be asked to recommend a financial professional, such as an attorney, accountant, or mortgage broker. In such cases, our Firm does not receive any direct or indirect compensation in return for any referrals made to individuals or firms in our professional network. Clients must independently evaluate these firms or individuals before engaging in business with them and clients have the right to choose any financial professional to conduct business. Individuals and firms in our financial professional network may refer clients to our Firm. Again, our Firm does not pay any direct compensation in return for any referrals made to our Firm. Our Firm does recognize the fiduciary responsibility to place your interests first and have established policies in this regard to mitigate any conflicts of interest.

## **ITEM 15 – CUSTODY**

We do not have physical custody, as it applies to investment advisers. Custody has been defined by regulators as having access or control over client funds and/or securities.

For all accounts, our firm has the authority to have fees deducted directly from client accounts. Our firm has established procedures to ensure all client funds and securities are held at a qualified custodian in a separate account for each client under that client's name. Clients, or an independent representative of the client, will direct, in writing, the establishment of all accounts and therefore are aware of the qualified custodian's name, address, and the manner in which the funds or securities are maintained. Finally, account statements are delivered directly from the qualified custodian to each client, or the client's independent representative, at least quarterly. When you have questions about your account statements, you should contact Opus or the qualified custodian preparing the statement.

Please refer to Item 5 for more information about the deduction of advisor fees.

## **ITEM 16 – INVESTMENT DISCRETION**

For discretionary accounts, prior to engaging Opus to provide investment advisory services, you will enter a written Advisory Services Agreement with us granting the Firm the authority to supervise and direct, on an on-going basis, investments in accordance with the client's investment objective and guidelines. In addition, you will need to execute additional documents required by the Custodian to authorize and enable Opus, in its sole discretion, without prior consultation with or ratification by you, to purchase, sell, or exchange securities in and for your accounts. We are authorized, in our discretion and without prior consultation with you to: (1) buy, sell, exchange, and trade any mutual funds, ETFs, stocks, bonds or other securities or assets and (2) determine the amount of securities to be bought or sold, and (3) place orders with the custodian. Any limitations to such discretionary authority will be communicated to our Firm in writing by you, the client.

In some instances, we may not have discretion. In such cases, we will discuss all transactions with you prior to execution or you will be required to make the trades if in an employer sponsored account.

## **ITEM 17 – VOTING CLIENT SECURITIES**

We will not vote proxies on your behalf. You are welcome to vote proxies or designate an independent third-party at your own discretion. You designate proxy voting authority in the custodial account documents. You must ensure that proxy materials are sent directly to you or your assigned third party. We do not act with respect to any securities or other investments that become the subject of any legal proceedings, including bankruptcies. Clients can contact our office with questions about a particular proxy solicitation by phone at 331-777-5449.

## ITEM 18 – FINANCIAL INFORMATION

We do not require or solicit prepayment of more than \$1,200 in fees per client, six months or more in advance. Therefore, we are not required to include a balance sheet for our most recent fiscal year. We are not subject to a financial condition that is reasonably likely to impair our ability to meet contractual commitments to clients. Finally, Opus has not been the subject of a bankruptcy petition at any time.



**Lisa Bayer, CFA<sup>®</sup>, CFP<sup>®</sup>**

**Opus Financial Solutions LLC**

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**Fax: (708) 377-2425**

**March 22, 2024**

**Part 2B Brochure**

This brochure supplement provides information about Lisa Bayer that supplements our brochure. You should have received a copy of that brochure. Please contact us at (708) 703-3100 or [lisa@opusfinsolutions.com](mailto:lisa@opusfinsolutions.com) if you did not receive Opus Financial Solutions, LLC's brochure or if you have any questions about the contents of this supplement. Additional information about Lisa Bayer is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov) by searching CRD# 1448970.

## ITEM 2 – EDUCATIONAL BACKGROUND & BUSINESS EXPERIENCE

**Lisa Bayer, CFA® , CFP®**

**Year of Birth:** 1963

### **Educational Background:**

- 2011: Institute of Divorce Financial Analysts
- 2011: Certified Financial Planner Board of Standards, Inc
- 1990: CFA Institute; Chartered Financial Analyst
- 1990: DePaul Graduate School of Business; M.B.A, International Business
- 1985: University of Illinois at Urbana/Champaign; B.S., Finance

### **Business Background:**

- 01/2016 - PRESENT Opus Financial Solutions LLC; Principal, Managing Member
- 08/2010 – 12/2015 Pinnacle Financial Group, LLC; Principal and Managing Member
- 02/2013 – 12/2015 Pinnacle Financial Group, LLC; Chief Compliance Officer

### **Exams, Licenses & Other Professional Designations:**

- 2011: CERTIFIED FINANCIAL PLANNER™ (CFP®) <sup>1</sup>
- 1990: Chartered Financial Analyst (CFA®)<sup>2</sup>

### **CERTIFIED FINANCIAL PLANNER (CFP®)<sup>1</sup>**

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

CFP® professionals have met the CFP Board’s high standards for education, examination, experience, and ethics. To become a CFP® 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 the 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 requirements through other qualifying credentials. CFP Board implemented the bachelor’s degree or higher requirement in 2007 and the financial planning development capstone course requirement in March 2012. Therefore, a CFP® professional who first became certified before those dates may not have earned a bachelor’s or higher degree or completed a financial planning development capstone course.
- **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® Certification and Former CFP® 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® 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 the CFP Board’s Code and Standards. This includes a commitment to the 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® professional who does not abide by this commitment, but CFP Board does not guarantee a CFP® 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.

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## **CHARTERED FINANCIAL ANALYST (CFA®)<sup>2</sup>**

The Chartered Financial Analyst is a globally respected, graduate-level investment credential established in 1962 and awarded by the CFA® Institute — the largest global association of investment professionals.

There are currently more than 138,000 CFA® charter holders working in 134 countries. To earn the CFA charter, candidates must: 1) pass three sequential, six-hour examinations; 2) have at least four years of qualified professional investment experience; 3) join CFA® Institute as members; and 4) commit to abide by and annually reaffirm, their adherence to the CFA® Institute Code of Ethics and Standards of Professional Conduct.

### ***High Ethical Standards***

The CFA Institute Code of Ethics and Standards of Professional Conduct, enforced through an active professional conduct program, require CFA charter-holders to:

- Place their clients’ interests ahead of their own;
- Maintain independence and objectivity;
- Act with integrity;
- Maintain and improve their professional competence;
- Disclose conflicts of interest and legal matters.

### ***Global Recognition***

Passing the three CFA exams is a difficult feat that requires extensive study (successful candidates report spending an average of 300 hours of study per level). Earning the CFA charter demonstrates mastery of the advanced skills needed for investment analysis and decision-making in today’s quickly evolving global financial industry. As a result, employers and clients increasingly seek CFA charter holders—often making the charter a prerequisite for employment.

Additionally, regulatory bodies in over 30 countries and territories recognize the CFA charter as a proxy for meeting specific licensing requirements, and more than 125 colleges and universities around the world have incorporated most of the CFA® Program curriculum into their finance courses.

### ***Comprehensive and Current Knowledge***

The CFA® Program curriculum provides a comprehensive framework of knowledge for investment decision-making and is firmly grounded in the knowledge and skills used daily in the investment profession. The three levels of the CFA® Program test proficiency with a wide range of fundamental and advanced investment topics, including ethical and



professional standards, fixed income and equity analysis, alternative and derivative investments, economics, financial reporting standards, portfolio management, and wealth planning.

The CFA® Program curriculum is updated annually by experts worldwide to ensure that candidates learn the most relevant and practical new tools, ideas, and investment and wealth management skills to reflect the dynamic and complex nature of the profession.

To learn more about the CFA® charter, visit [www.cfainstitute.org](http://www.cfainstitute.org).

### **ITEM 3 – DISCIPLINARY INFORMATION**

Lisa Bayer has no history of any legal or disciplinary events. FINRA’s BrokerCheck® is a resource available to review the disciplinary history of Lisa Bayer. <https://brokercheck.finra.org/>

### **ITEM 4 – OTHER BUSINESS ACTIVITIES**

Lisa Bayer is not engaged in any other business activities.

### **ITEM 5 – ADDITIONAL COMPENSATION**

Lisa Bayer does not receive any other economic benefit for providing advisory services in addition to advisory fees or hourly consulting fees.

### **ITEM 6 – SUPERVISION**

Lisa Bayer is supervised through a compliance program designed to prevent and detect violations of federal and state securities laws. Supervision is conducted by the Chief Compliance Officer (“CCO”), Lisa Bayer, who is responsible for administering the policies and procedures. As Chief Compliance Officer, Lisa Bayer reviews those policies and procedures annually for their adequacy and the effectiveness of their implementation. All policies and procedures of the firm are followed.

Lisa Bayer may be reached at (708) 703-3100



**Matthew Kunst, CFP<sup>®</sup>, CFA<sup>®</sup>, CPA<sup>®</sup>**

**Opus Financial Solutions, LLC**

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**March 22, 2024**

**Part 2B Brochure**

This brochure supplement provides information about Matthew Kunst that supplements our brochure. You should have received a copy of that brochure. Please contact us at (708) 703-3100 or [lisa@opusfinsolutions.com](mailto:lisa@opusfinsolutions.com) if you did not receive Opus Financial Solutions, LLC's brochure or if you have any questions about the contents of this supplement. Additional information about Matthew Kunst is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov) by searching CRD# 3163686

## ITEM 2 – EDUCATIONAL BACKGROUND & BUSINESS EXPERIENCE

**Matthew Kunst, CFP®, CFA®, CPA®**

**Year of Birth:** 1971

### **Educational Background:**

- 2016: Certified Financial Planner Board of Standards, Inc., Certified Financial Planner™
- 2001: CFA Institute, Chartered Financial Analyst
- 1999: University of Chicago Booth School of Business, M.B.A, Finance and Economics
- 1994: Illinois Board of Examiners, Certified Public Accountant
- 1994: University of Illinois Champaign/Urbana, B.S., Accountancy

### **Business Background:**

- 05/2017 - PRESENT Opus Financial Solutions, LLC; Wealth Manager
- 01/2009 – 04/2017 MMK Financial Services; Financial Advisor

### **Exams, Licenses & Other Professional Designations:**

- 2016: CERTIFIED FINANCIAL PLANNER™ (CFP®)<sup>1</sup>
- 2001: Certified Financial Analyst (CFA®)<sup>2</sup>
- 1994: Certified Public Accountant (CPA®)<sup>3</sup>

### **CERTIFIED FINANCIAL PLANNER (CFP®)<sup>1</sup>**

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

CFP® professionals have met the CFP Board’s high standards for education, examination, experience, and ethics. To become a CFP® 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 the 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 requirements through other qualifying credentials. CFP Board implemented the bachelor’s degree or higher requirement in 2007 and the financial planning development capstone course requirement in March 2012. Therefore, a CFP® professional who first became certified before those dates may not have earned a bachelor’s or higher degree or completed a financial planning development capstone course.
- **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® Certification and Former CFP® 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® 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 the CFP Board’s Code and Standards. This includes a commitment to the 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® professional who does not abide by this commitment, but CFP Board does not guarantee a CFP® 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.

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## **CHARTERED FINANCIAL ANALYST (CFA®)<sup>2</sup>**

The Chartered Financial Analyst is a globally respected, graduate-level investment credential established in 1962 and awarded by the CFA® Institute — the largest global association of investment professionals.

There are currently more than 138,000 CFA® charter holders working in 134 countries. To earn the CFA charter, candidates must: 1) pass three sequential, six-hour examinations; 2) have at least four years of qualified professional investment experience; 3) join CFA® Institute as members; and 4) commit to abide by and annually reaffirm, their adherence to the CFA® Institute Code of Ethics and Standards of Professional Conduct.

### ***High Ethical Standards***

The CFA Institute Code of Ethics and Standards of Professional Conduct, enforced through an active professional conduct program, require CFA charter-holders to:

- Place their clients’ interests ahead of their own;
- Maintain independence and objectivity;
- Act with integrity;
- Maintain and improve their professional competence;
- Disclose conflicts of interest and legal matters.

### ***Global Recognition***

Passing the three CFA exams is a difficult feat that requires extensive study (successful candidates report spending an average of 300 hours of study per level). Earning the CFA charter demonstrates mastery of the advanced skills needed for investment analysis and decision-making in today’s quickly evolving global financial industry. As a result, employers and clients increasingly seek CFA charter holders—often making the charter a prerequisite for employment.

Additionally, regulatory bodies in over 30 countries and territories recognize the CFA charter as a proxy for meeting specific licensing requirements, and more than 125 colleges and universities around the world have incorporated most of the CFA® Program curriculum into their finance courses.

### ***Comprehensive and Current Knowledge***

The CFA® Program curriculum provides a comprehensive framework of knowledge for investment decision-making and is firmly grounded in the knowledge and skills used daily in the investment profession. The three levels of the CFA® Program test proficiency with a wide range of fundamental and advanced investment topics, including ethical and professional standards, fixed income and equity analysis, alternative and derivative investments, economics, financial reporting standards, portfolio management, and wealth planning.

The CFA® Program curriculum is updated annually by experts worldwide to ensure that candidates learn the most

relevant and practical new tools, ideas, and investment and wealth management skills to reflect the dynamic and complex nature of the profession.

To learn more about the CFA® charter, visit [www.cfainstitute.org](http://www.cfainstitute.org).

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### **CERTIFIED PUBLIC ACCOUNTANT (CPA®)<sup>3</sup>**

The Certified Public Accountant (CPA®) Designation is issued by the Boards of Accountancy. Like regular accountants, CPAs can help organizations and individuals:

- record and organize financial information;
- analyze trends;
- make budgetary recommendations;
- prepare tax documents;
- perform internal audits;
- ensure all financial activities are compliant with local and federal regulations.

However, due to their training in the public sector, CPAs can do a few other things that regular accounts legally can't, such as:

- Representing clients during IRS audits;
- Perform external and public audits;
- Prepare audited financial statements for the Securities and Exchange Commission (SEC).

Each state has slightly different requirements that one must follow for CPA certification. These requirements are determined by the state's Board of Accountancy and The American Institute of Certified Public Accountants (AIPCA). To check the requirements of your state, please [click here](#). To verify an individual's CPA status, please [click here](#).

### **ITEM 3 – DISCIPLINARY INFORMATION**

Matthew Kunst has no history of any legal or disciplinary events. FINRA's BrokerCheck® is a resource available to review the disciplinary history of Matthew Kunst. <https://brokercheck.finra.org/>

### **ITEM 4 – OTHER BUSINESS ACTIVITIES**

Matthew Kunst is not engaged in any other business activities.

### **ITEM 5 – ADDITIONAL COMPENSATION**

Matthew Kunst does not receive any other economic benefit for providing advisory services in addition to advisory fees.

## ITEM 6 – SUPERVISION

Matthew Kunst is supervised through a compliance program designed to prevent and detect violations of federal and state securities laws. Supervision is conducted by the Chief Compliance Officer (“CCO”), Lisa Bayer, CFA, CFP, who is responsible for administering the policies and procedures. As Chief Compliance Officer, Lisa Bayer reviews those policies and procedures annually for their adequacy and the effectiveness of their implementation. All policies and procedures of the firm are followed.

Lisa Bayer may be reached at (708) 703-3100