

John M. Castrucci, CPA



Senior Financial Officer
CFO & COO Duties and Responsibilities on behalf of the
Family Office of Raymond G. Chambers

Kotumba Capital Management, LLC - Morristown, N.J. & New York, N.Y.
(Formerly, Van Beuren Management, Inc.)

A full service single family office that provides accounting, tax, financial and investment reporting, trust administration, portfolio management, private equity oversight, facilities management, insurance and concierge services to a multi-generational family.

The MCJ Amelior Foundation - Morristown, N.J. & New York, N.Y.

A family foundation focused on the arts, educational development of children and urban development in Newark, N.J. The foundation's global initiatives support the United Nations' health and education millennium goals through a United Nations special envoy team that seeks to eradicate Malaria.

Strategic Financial Advisor
Senior Financial Officer

2010 - Present
2010 - 2012

CFO & COO Duties and Responsibilities:

Reporting responsibility to Family CEO. Managed day-to-day financial operations of full service single family office, while supervising a staff of professionals and a team of independent consultants in matters including accounting, tax compliance, financial and investment reporting, trust administration, multi-generational estate planning, foundation planning, portfolio management, private equity oversight, real estate management and development, insurance and concierge services to a multi-generational family. Fostered an environment of team support, cooperation, mutual respect, and commitment to excellent client services while providing coaching and mentoring to professional staff through an open and honest communication platform. Responsible for promoting a highly ethical and professional family office environment through effective communication and adherence to privacy and confidentiality agreements.

- Managed the accurate and timely financial reporting and recordkeeping for family investments, including quarterly financial and cash flow statements, investment performance reports, partnership accountings, general ledger accountings and other related recordkeeping services at the family and individual levels. Oversaw the maintenance of records regarding family investments, including original signed investment contracts, records regarding transactions between family entities, and records necessary for tax compliance, regulatory compliance and performance analysis. Managed email and record keeping retention policies.
- Responsible for cash and debt management functions, including managing banking relationships.
- Responsible for the tax planning, preparation, review and timely filing of all individual, family partnership, family trusts, gift and private foundation tax returns. Provide strategic tax transactional advice pertaining to the structure of financial transactions and entities.
- Advised family on financial reporting matters for banking, board, political and non-profit sectors. Assisted family on political actions involving cabinet meeting initiatives and contributions guidelines.
- Coordinated family limited investment partnership tax/audit minimization planning.
- Designed and maintained a cost effective family office structure. Designed governance, succession and multi-generational estate plans, which adhered to SEC family office guidelines and met the family's long-term goals and objectives. Served as second-generation client services relationship manager.

- Strategic tax and financial advisor for family operating business focusing on matters including: tax (conversion of C-corp. to S-corp.), estate planning (implemented dynasty trust), and executive hiring and incentive plan designs (coordinated CEO contract and family office stock appreciation right plan).
- Provided strategic philanthropic advisory services to family charitable foundation on domestic and global (United Nations) matters. Advised foundation on tax and financial matters including socially responsible investments relating to urban development and arts & entertainment related initiatives.
- Provided human resource management for team of family office professionals and family operating business executives, family foundation staff, property managers, household employees, and flight operation professionals. Responsible for the implementation of hiring, training, and assessment for compensation awards for above employees and independent consultants while overseeing compliance to employment and labor laws. Developed standard operating procedures and employee manuals. Designed executive relocation packages. Coordinated employee displacements to ensure proper releases and execution of confidentiality agreements. Provided payroll and benefit advisory oversight to all family entities.
- Supervised family's personal administrative staff operations, personal chauffeur and flight operations. Provided scheduling strategies, family event planning, personal driver guidelines and international travel oversight. Coordinated flight operations annual budget, including maintenance and capital expenditures initiatives. Ensured FAA compliance guidelines were implemented. Analyzed aircraft purchase vs. leasing options with external vendors.
- Supervised property managers for personal and commercial buildings. Created format for property managers' weekly and seasonal project reports. Created long term capital expenditure budgets. Advised family on community residential real estate development projects. Coordinated job responsibilities between household employees and property managers. Coordinated emergency (disaster recovery) backup plans for personal, commercial and family office locations. Organized the relocation arrangements for household property managers.
- Conducted study, which determined whether family office services were best provided through internal staffing or an outsourcing provider. Utilized a service matrix and request for proposal process.
- Liaison with external vendors and professional (including legal) advisors for family office. Responsible for the coordination of all engagement agreements.
- Supervised technology vendors to ensure that the appropriate disaster recovery systems and procedures were implemented to ensure workflow continuity and security of the families confidential digitized document vault.
- Served on family and foundation investment committees, which are responsible for portfolio management and oversight.
- Provided strategic advisory services through investment committees focused on the direct and pooled private equity management, oversight and sales in secondary markets.
- Facilitated acquisition of capital assets such as automobiles, collectibles and jewelry and related risk management services.
- Member of professional sports advisory task force that provided guidance to the family on National Hockey League, Major League Baseball and arena related matters.
- Strategic advisor for start-up ventures in social media branding industry. Coordinated all aspects of legal contracts and financial reporting.
- Provided risk management oversight for all aspects of insurances on behalf of family members and related entities.
- Served as corporate officer, board representative and trustee for numerous family related entities, including several socially responsible projects.

John M. Castrucci, CPA

**Senior Financial Officer
CFO & COO Expertise**

Extensive experience in advising multi-generational high net-worth families in a broad array of wealth management and tax related matters. Experience includes a solid understanding of developing, managing and servicing complex and diverse single and multi-family offices. A well-organized, proactive, flexible and diplomatic team player with the ability to manage a wide range of complex projects while mentoring a team of professionals to support a family office.

AREAS OF EXPERTISE

- Multi-Generational Planning
- Family Office Tax Planning
- Family Business Advisory
- Domestic and Global Philanthropy
- Corporate Officer, Board Member & Trustee Duties
- Flight Operations & Travel Mgt
- Professional Sports Advisory (NHL & MLB)
- Start-Up Ventures
- Real Estate Mgt and Development
- Portfolio Mgt & Oversight
- Human Resources Mgt
- Reporting and Technology Oversight
- External Vendor & Advisor Coordination
- Cost & Risk Management Oversight
- Family Office Industry Leader

PROFESSIONAL EXPERIENCE

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Harris myCFO - Fort Lee, N.J., New York, N.Y., & Atlanta, Ga.

2006 –2010

A full service investment oriented multi-family office provider. Harris myCFO is an affiliate of BMO Harris Bank N.A., wealth managements division, a member of BMO Financial Group, one of the largest diversified financial service providers in North America.

Regional Director of Client Services – Outsourced Family CFO

Managed client relationships and engagements. Responsible for the preparation and delivery of comprehensive family office financial solutions in the areas of expense management and financial reporting, tax compliance and planning, investment management, trust, estate and philanthropic planning, and insurance/risk management services. Provided leadership for the line of business development, technical resources, client administration and staff mentoring. Analyzed estate tax risks in family limited partnerships. Guided families on leadership succession, governance and comprehensive multi-generational planning. Responsible for creating the standard operating procedures for the unexpected death of a founder, the "estate fire drill."

Awards and Recognition

- Speaker at the 2006 MarHedge Investment Conference.
- Participated in the team effort to enhance the Harris myCFO platform that lead to a nomination from Private Asset Management's Family Office Platform of the Year - 2007.
- Awarded the Harris Bank Select Top Performer - 2008.
- Awarded the Harris Bank WOW, Winning Our Way Top Performer - 2010.

b bank

*10 yrs
burst
For Planning Group
at Wachovia -
1996-2006*

Wells Fargo Bank, N.A. - Summit, N.J., Greenwich, Ct. & Philadelphia, Pa.

(Legacy, Wachovia Bank, N.A.)

A multi-national diversified financial services company. Wells Fargo is the fourth largest bank in the U.S. by assets and the largest bank by market capitalization.

SVP, Regional Managing Director - Wealth Management Group –

Financial Planning Division - Atlantic (N.Y., N.J., Ct. & Mass.) & Mid-Atlantic (Penn. & Del.) Regions

Financial Planning Services: Client base included individuals with net worth in excess of \$50 million and/or with complex multi-generational wealth transfer needs, including tax matters, investment planning, estate planning, risk management, retirement, stock options, and business succession planning. Analyzed current financial information including cash flow data, balance sheet, retirement, insurance, investment, and estate planning data. Conducted technical research of client issues. Prepared and reviewed federal and state income tax projections and returns for individuals, S-corporations, LLC's partnerships, and trusts for FPG clients. Presented financial analyses, observations, and recommendations to FPG clients. In addition to hands on preparation was also responsible for ensuring quality of the group's financial planning product by reviewing work prepared by other planners and analysts prior to client presentation.

Leadership: Managed everyday office matters including team meetings, professional training programs and effective coaching/mentoring activities, and performance management. Responsibilities included formulating the annual budget, setting revenue goals and expense constraints, and allocating budget to assigned market teams within the region. Responsible for the oversight of a team of thirty independent advisors and business development professionals.

Business Development: Responsible for obtaining new clients and engagements through the development of strong internal and external partnerships. Developed and implemented a strategic marketing plan for assigned territories. Interfaced with internal partners (Wealth Management Group, Capital Markets Group, Commercial Banking Group) and external contacts for developing Financial Planning Group (FPG) practice.

Awards and Recognition

- Wealth Management Group's President Club Top Producer Award - 1998.
- Wealth Management Group's President's Circle Award - 2002 to 2005.
- Wachovia Bank's Trusted Advisor designee featured in the 2003 Annual Report.

PricewaterhouseCoopers, LLP - New York, N.Y.

1986 -1996

(Legacy, Coopers & Lybrand, LLP)

*A global professional services firm, providing tax, consulting and audit services to individuals and companies.***Tax Manager - Personal Financial Services Group -**

Provided tax and comprehensive financial planning services to high net-worth individuals and families including senior corporate executives. Responsibilities included, comprehensive tax preparation and filings, IRS and multi-state practice and procedural planning, cash flow and debt management, executive compensation planning, investment planning, college education funding, risk management and insurance planning, trust and estate planning and retirement planning. Provided domicile planning and represented clients in multi-state domicile income and sales tax audits. Member of the tax technology and financial planning task force responsible for developing the investment advisory services platform for the company.

EDUCATION

Pace University, Pleasantville, N.Y.
Bachelor of Business Administration-1986
Major: Public Accounting

Fordham University, New York, N.Y.
Master of Science in Taxation Program-1996
Non-Matriculated Tax Courses

LICENSES & DESIGNATIONS

- Certified Public Accountant, New York, 1990

AFFILIATIONS**Professional Associations and Development**

- American Institute of CPAs (AICPA) – Tax & Financial Planning Member
- New York State Society of CPA's (NYSSCPA) – Executive Committee Member-Family Office Association
- Family Office Exchange (FOX) Member
- Family Office Association (FOA) Summit Conference Attendee
- IPI/Campden North American Family Office Conference Attendee
- Columbia University Graduate Business School - Family Office Council
- Princeton University Business School - Family Office Council
- Private Investor Family Office Lobbying Coalition Member (PIC)

Community Organizations

- University of Michigan Library Contributor
- Council of Trustees, New Jersey Performing Arts Center (NJPAC)
- Executive Board Member, Ironbound Film & Television Studio
- Board of Trustees, The Maritime Aquarium in Norwalk, Ct.
- Council for Need Based Financial Aid Development - Gill St. Bernard's School