



# IRA Institute

February 7-8, 2018  
Springfield, IL



Traditional vs. Roth IRAs  
Tax-Year Contribution Eligibility  
Distributions, Rollovers (Direct & Indirect) & Transfers  
Required Minimum Distributions for Owners & Beneficiaries  
Health Savings Accounts & More

# IRA Institute

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Do you get an uneasy feeling when a customer starts asking questions about IRAs? Do you know a little about IRAs but need more information? Would you have a hard time explaining the differences between a Traditional IRA and a Roth IRA? Would it be stressful for you to describe what a Recharacterization is to a customer? Have you ever looked at various IRA forms and not understood why the information that's being requested on them is necessary? Have you wondered if any of the rules have changed recently?

If you answered "Yes" to any or all of the above questions then this two-day institute is for you. You don't have to be an expert to attend. Actually, quite the contrary is true. This program begins with the basics and builds from there to an intermediate level. Many times people are trained on IRAs but the training they receive is brief and sketchy at best. With a two-day format this program allows you to take the time to get comfortable with the rules, to ask questions about

"How?," "What if?," "Why?," and, just as importantly "Why not?" While not attempting to make you a tax advisor this program looks at tax implications of traditional and Roth IRAs to enable you to feel very confident that you'll know when to say, "Yes, I can answer that question." and when to say, "Go see your tax advisor."

This two-day program will be presented by instructors with combined experience of over 75 years in the industry. They have done thousands of presentations and answered tens of thousands of IRA questions. They enjoy sharing their knowledge with others and realize that even though many questions can be asked about the same topic, no two questions are exactly alike. This approach to making presentations allows you to feel completely comfortable asking any and every question that you've ever had about IRAs, even those that you were too embarrassed to ask!

## A Look at Your Faculty

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**Randy J. Heidmann**, consultant at Wolters Kluwer Financial Services, began working with retirement accounts in 1977 and has put his years of experience to excellent use aiding in the development of IRA-seminar manuals and Internet/telephone training modules, Wolters Kluwer Financial Services' IRA Library, and information posted to Wolters Kluwer Financial Services' web site. Heidmann's previous work experience includes conducting over 1,000 IRA and qualified plan seminars, including programs for various national and state-banking associations. He has helped financial organizations across the country develop and maintain compliance components for qualified plans and IRA programs, and he was instrumental in the development of many industry standard forms that financial organizations still use today. This experience helps Heidmann bring quality service to the callers from financial organizations he counsels through Wolters Kluwer Financial Services' Consulting Service, as well as serving as a mentor to his colleagues.

**Robert D. Skomars**, consultant at Wolters Kluwer Financial Services, began working with retirement accounts in 1984 and has conducted over 1,600 presentations for many different financial organizations over the years doing presentations live, via web-casts, video, live streaming, and audio-only. When Skomars is not doing live presentations for Wolters Kluwer Financial Services he spends the majority of his time consulting with financial organizations throughout the country. It is this frequent contact with "real-world" industry professionals which has given Skomars keen insight into what employees in the individual retirement plan/CESA/HSA market need to know in order to perform their jobs. Skomars continually strives to take that insight and to make his presentations practical, as well as technical.

## Important Institute Notes

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Classes are conducted in the CBAI Shazam Education Center at 901 Community Drive, Springfield, IL, 217/529-2265. A light breakfast and lunch are provided each day. Tuition is \$435 for CBAI members and \$835 for prospective-members. A \$100 cancellation fee will be assessed after Feb. 1, 2018.

Housing — A block of rooms has been reserved at the Baymont Hotel, 5871 South 6th Street, Springfield. To obtain accommodations, call 217/529-6655. Please indicate you are a CBAI member to obtain the special room rate of \$75 plus tax for singles or doubles.

# Key Topics

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## **Establishment of Traditional and Roth IRAs**

Many IRA administrators confuse the IRA plan with the investments held by the IRA plan. This program ends that confusion. Do you know what the IRA plan agreement actually says or when it needs to be amended? Have you ever taken the time to read the IRA plan agreement? Many IRA administrators would answer "no" to those questions. During this program participants learn what the IRA plan agreement says as well as why it says what it does.

## **Regular Contribution Eligibility**

The eligibility requirements of traditional and Roth IRAs are reviewed along with a discussion of understanding the contribution limits to both types of IRAs and knowing the difference that contributions to traditional IRAs vs. Roth IRAs can have on a customer's tax return. A review of the rules for spousal contributions and their background as well as how they're reported to the IRS is examined.

## **Distributions**

How are withdrawals from IRAs reported to the IRS as well as to the IRA owner or beneficiary? Why are some withdrawals "penalized" while others are not? Learn this and much more about taking funds out of IRAs.

## **Rollovers and Transfers Between Like IRAs**

Many experienced IRA administrators continue to confuse these two transactions. Participants learn what two key questions to ask IRA owners to help to differentiate a rollover from a transfer. The rules for rollovers are presented and discussed. IRA administrators often know the names of the rollover rules but don't clearly understand how those rules actually work. These rules are explained thoroughly to clear up any confusion an IRA administrator may have had prior to attending the IRA Institute.

## **Direct and Indirect Rollovers to IRAs**

What employer-sponsored retirement plans can be put into an IRA? Is that considered a rollover, a transfer, or something else? Learn which issues to identify so that you know exactly how to assist your customers in moving either from an employer-sponsored retirement plan into an IRA or vice-versa!

## **Required Minimum Distributions for IRA owners**

Traditional IRA owners age 70½ and older must take these withdrawals. Why? Why don't Roth IRA owners have this same requirement? How are these distributions calculated and why and how have these rules changed over the years? These questions are answered during the institute.

## **Required Minimum Distributions for Beneficiaries of Deceased IRA Owners**

This is the most common topic that comes across any IRA help-line. Why do these simple rules confuse so many IRA administrators? Learn how many options there are from which beneficiaries can actually choose. Learn the difference between the options for traditional IRA beneficiaries as opposed to Roth IRA beneficiaries. Attendees also learn which beneficiary options are usually not available or very seldom chosen.

## **Health Savings Accounts**

A relatively new program when compared to IRAs, HSAs provide a significant opportunity for financial organizations nationwide. Learn what they are, who can establish one, how they can be used, and which rules HSAs have in common with IRAs and which HSA rules differ from IRAs. Also which HSA rules are the responsibility of the HSA owner. Understanding the rules enables you to assist your customers with questions regarding their HSAs, as well as lowering your stress level!

## **Knowledge Inventory**

This program begins with a knowledge inventory to gauge the level of the participant's IRA/HSA knowledge. This inventory is shared with no one - it's strictly for participants gauge their knowledge at the start of the institute. At the end of the IRA Institute the same inventory will be given so participants can recognize their increase in knowledge.

## **Certificate of Completion**

To demonstrate successful completion of CBAI's IRA Institute, each attendee will receive a certificate of completion for display.

# Registration Form

## IRA INSTITUTE

February 7-8, 2018

CBAI Headquarters, Springfield

### Please Print

Name of Bank \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Tel. No. \_\_\_\_\_

Name/Title \_\_\_\_\_

E-Mail \_\_\_\_\_

(\*E-mail Required for Registration)

Name/Title \_\_\_\_\_

E-Mail \_\_\_\_\_

(\*E-mail Required for Registration)

I have special needs, please contact me before the seminar.

### Please select your payment method.

Check Enclosed

Check in Mail

Pay at Door

Credit Card\*

*\*If you are paying by credit card, please fill out the following information.  
(Visa, MasterCard, & Discover accepted).*

Name as It Reads on Card \_\_\_\_\_

Company Name on Card \_\_\_\_\_

Billing Address of Card \_\_\_\_\_

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Security Code \_\_\_\_\_



**Mail it in:**  
CBAI Education Department  
901 Community Drive  
Springfield, IL 62703-5184



**Fax it in:**  
(217) 585-8738



**Call it in:**  
(800) 736-2224 (*Illinois only*)  
(217) 529-2265



**Click it in:**  
[www.cbai.com](http://www.cbai.com)

## Date and Location

February 7-8, 2018  
CBAI Headquarters  
901 Community Drive  
Springfield, IL  
217/529-2265

## Agenda

Day 1: Registration begins at 8:30 a.m. The seminar runs from 9 a.m. to approximately 5 p.m. Day 2: Seminar runs from 9 a.m. to approximately 4 p.m.

## Continuing Education

CBAI is a registered Public Accounting Continuing Professional Education (CPE) provider by the Illinois Dept. of Financial and Professional Regulation.

## For More Information

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