

## **Item 1 - Cover Page**

Jane Z Mac Adams  
Form ADV Part 2B  
12770 Coit Road, Suite 1226  
Dallas, TX 75251  
214-273-3630  
[www.macfingroup.com](http://www.macfingroup.com)

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This brochure supplement provides information about Jane Z. Mac Adams that supplements the Mac Adams Wealth Advisors, LLC brochure. You should have received a copy of that brochure. Please contact Jane Z. Mac Adams at [jane@macfingroup.com](mailto:jane@macfingroup.com) if you did not receive Mac Adams Wealth Advisors' brochure or if you have any questions about the contents of this supplement

**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.**

Additional information about Jane Z. Mac Adams is available on the SEC's website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov)

References to "registered investment advisor" or any references to be "registered" does not imply a certain level of skill or training.

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## Item 2 - Educational Background and Business Experience

JANE Z. MAC ADAMS Year of Birth: 1959

Formal Education:

University of Texas at Dallas

B.A. - Graduated Magna cum Laude, 1991

University of Texas at Arlington

Graduate School of Social Work 1995-1997

Business Background for the Previous Five Years:

-Mac Adams Wealth Advisors, LLC, President/IAR, 09/2008 to Present

-LPL Financial, Registered Representative, 09/2008 to Present

-Mutual Service Corporation, Registered Representative, 07/2007 to 09/2008

-Mac Adams Financial Group, 5/2001 to Present

Level I candidate in the CFA Program

Mrs. Mac Adams enrolled in the CFA Program. She is working to obtain the knowledge included with the highest set of credentials in the global investment management industry.

## Item 3 - Disciplinary Information

Registered investment advisors are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. Mrs. Mac Adams has none.

## Item 4 - Other Business Activities

Mrs. Mac Adams, is a registered representative of LPL Financial, an unaffiliated FINRA-registered broker/dealer and may place securities transactions on behalf MWA clients through LPL. Mrs. Mac Adams acts as the Principal for an Office of Supervisory Jurisdiction (OSJ) with LPL.

## Item 5 - Additional Compensation

Mrs. Mac Adams when acting as a registered representative LPL, and her capacity as an OSJ may receive overrides on commissions through the sale of securities and insurance products by Broker/Dealer registered representatives. In their capacity as registered representatives, MWA Advisors may receive commissions, 12b-1 fees, and other sums, such as trails on variable annuity products, placed through LPL. They may receive commission trails on variable annuity products for ongoing management and planning services. **Under no circumstances are s MWA clients charged both a commission and an advisory fee for products or ongoing investment management.** She also receives a management fee for the supervision of Mac Adams Financial Group employees.

This may create a conflict of interest. Commission rates found at other broker/dealers that may be higher or lower than those charged at MWA and LPL.

Clients are not required to purchase products or place securities transactions through LPL. Clients are advised that they may purchase securities or insurance products recommended by MWA Advisors through other non-affiliated insurance agents or broker-dealers.

As MWA's CCO, Mrs. Mac Adams remains available to address any questions that a client or prospective client may have regarding conflict of interest.

## Item 6 - Supervision

As Chief Compliance Officer (Mrs. Mac Adams) and Chief Portfolio Management Officer (CPMO) of MWA, Mrs. Mac Adams has principal responsibility in MWA's supervisory structure. Accordingly she has direct or indirect supervisory authority over all the firm's investment representatives including herself. Although Mrs. Mac Adams does not have a direct supervisor, her activities are monitored by the Broker/Dealer Compliance Department.

The following is a brief outline of the major areas of responsibility Mrs. Mac Adams has in MWA's supervisory structure. Please note that these items are not, nor are they intended to be, a complete representation of the Mrs. Mac Adams's responsibilities. This list is provided only as a general reference.

1. **Approval of Customer Accounts**, – Mrs. Mac Adams reviews all documentation to insure completion as well as the suitability of the proposed transaction relative to client needs, income, assets, risk tolerance and objectives.
2. **Maintenance of Registered Representative Office Documentation** – Mrs. Mac Adams maintains relevant files pertaining to all business conducted by any registered person under her supervision. Such files include customer files, transaction blotters, correspondence, advertising, sales memoranda, representative employment files, complaint files and cross-reference logs.
3. **Processing of Sales/Transactions** – Mrs. Mac Adams insures that all transactions and supporting documentation are reviewed promptly. Additionally, Mrs. Mac Adams shall insure that all checks and transactions are posted to appropriate internal records and copies maintained in the appropriate files.
4. **Review of Client Accounts** – Mrs. Mac Adams insures that all customer accounts receive a periodic review in order to ensure that all activity is consistent with client suitability standards. Mrs. Mac Adams insures records are maintained of the reviews.
5. **Review of Representative Status** – Mrs. Mac Adams periodically reviews the status of all registered personnel assigned to their supervision in order to ensure that the representatives maintain the proper level of registration, state licensure and continuing education eligibility.
6. **Annual Compliance Review** – Mrs. Mac Adams insures that all offices assigned to her are audited on at least an annual basis to assure compliance with applicable state, federal and FINRA regulations.

7. **Portfolio Guidelines-** MWA follows minimum levels of equity based on five different investment objectives as follows:

**Minimum Equity %**

- Income with Capital Preservation 80
- Income with Moderate Growth 70
- Growth with Income 60
- Growth 50
- Aggressive Growth 40

As the investment objective becomes more conservative, the percentage of account equity required increases. When an account equity level falls below the required amount, a surveillance flag is issued for review.

8. **Surveillance Reports-** Mrs. Mac Adams is responsible for monitoring and responding to all surveillance reports generated by the Broker/Dealer System. The reports alert her as account regarding advisory surveillance flags each quarter. The surveillance process focuses on accounts that have potential issues in the following areas:

- Market Performance Action Item or Market Performance Early Warning
- Account Management
- Position Concentration
- Margin- as described above
- Trade Count
- Management fees

9. **Fiduciary Responsibility-** Mrs. Mac Adams monitors and reviews accounts for the following inappropriateness:

- Concentration-Holding concentrated positions within an account and earning fee if the client intends to hold the position indefinitely, with no intention of liquidating a portion of the position or diversifying the account.
- Buy and Hold- Mutual fund position should not be placed within the account if it will be subject to a buy-and-hold philosophy. If there is no intention to monitor the mutual fund position and make changes or rebalance the holdings over time, then it would not be appropriate for the financial advisor to receive an advisory fee on the position and it should be moved to a brokerage account.
- Excessive Trading- Although clients are not subject to commission charges for trades placed, excessive trading can adversely affect account performance.
- Management Fees- Accounts are charged an annual investment advisory fee that is calculated based on the value of the assets in the account. When establishing the annual investment advisory fee for a client's account, Advisor takes into consideration the types of securities that will be managed within the account

10. **Providing Responses-** Mrs. Mac Adams meets with MWA Advisors if they have received notification of surveillance flags to review the identified account. They review the account to decide if any changes are necessary.

MWA subscribes to outside vendors for methods to analyze investments. Morningstar Advisor Workstation is used for fundamental information on equities, Morningstar Credit Analysis is used for fundamental information on fixed income holdings. Investor's intelligence is the primary source for information on technical analysis. MWA receives vital information in determining if rebalancing or other action is required by subscribing to these outside sources.

**Mrs. Jane Z. Mac Adams, MWA's CCO. She may be reached at 214-273-3630, or email at [jane@macfingroup.com](mailto:jane@macfingroup.com)**