

When is the last time you organized your filing cabinet?

5 tips inside for cleaning out your records.

SEE PAGE 2 ≫

From our corner

Spring is here! Catch personal updates from the Atlantic Wealth staff.

SEE PAGE 3 ≫



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Looking ahead

By Greg Patterson

he overall U.S. economy was expected to show stronger momentum going into 2018 with more volatility due to a variety of factors, including unwinding from previous years' fiscal stimulus (remember QE 1-3?), fed policy around tighter interest rates, and job market constraints. As of this writing on March 20, most of the major economic reports are showing a softer January and February in the actual results causing economists to reduce their forecasts for 1Q18 GDP growth.

We continue to expect the remainder of 2018 to be favorable to investors although we are keeping an eye on inflation and the central bank policies. Over the last several years, Federal Reserve policy was consistent with taking the foot off the gas pedal. Moving forward, it most likely will be a tapping of the brakes. We continue to pay close attention to the potential trade wars conversation—a misstep on trade policy could have downside risk implications. The late Rudi Dornbusch, revered MIT professor and economist, spelled it out best when he said, "In economics, things take longer to happen than you think they will and then they happen faster than you thought they could."

That being said, long-term investors are well rewarded for staying diversified, buying good quality investments over multiple sectors, and staying invested. It is also a good idea to raise cash in anticipation of future needs—at least 12 months' worth of expenses is our recommendation. Now is a good time to review your goals and determine if any changes need to be made to your portfolio based on your current situation. We are always glad to discuss these items with you during our review meetings or at others times when the need arises.

With the Easter holiday upon us, I am reminded of the sanctity of this celebration for Christians around the world. Easter means new beginnings and new life as first experienced by Christ's resurrection. It is a time to give thanks for the miracle that took place through his death and resurrection for humanity. It is a time of year I especially look forward to. There is a hymn whose chorus rises on the hope of our Savior: Because He lives, I can face tomorrow / Because He lives, all fear is gone / Because I know He holds the future / And life is worth the living, just because He lives.

Our team here wishes you a happy Easter and encourages each of you to join with family and loved ones to share in this time of new beginnings and new life. As always, we thank you for the trust and confidence you have placed in us. Your friendship is a true blessing and we hope you are experiencing the freedom to live inspired each and every day.



If you got hit by a bus tomorrow, would your loved ones know how to access your important records? Would they know which accounts you hold and where your money is? What about insurance policies? Real estate ownership papers? You may have your records organized in a way that works for you, but imagine what your loved ones would face if you weren't around to show them where everything is. This is why an important part of legacy planning is organizing your files so the people closest to you can access them.

MAKE ROOM

To start, you'll need a place to put all your papers. Technically, a shoebox qualifies. But to keep your records organized so your loved ones can access what they need, you'll want some kind of filing system. Buy a set of file folders and dedicate a drawer or filing cabinet to hold everything. If you prefer digital records, set up a similar filing system on your computer. Make sure your loved ones know how to get into your computer and have the passwords for your key accounts. Next, gather all your documents into one place.

2 SET UP YOUR FILES

Give each file folder a name corresponding to a category of documents. Examples are:

Unpaid Bills		Life Insurance
Credit Card		Policies
Statements		Receipts for items
House Records		purchased
Health Records		XYZ Bank Account
IRA Statements		Statements
Tax Returns		Automobile Record
	Credit Card Statements House Records Health Records IRA Statements	Credit Card Statements House Records Health Records IRA Statements

Create as many categories as you need. Add subcategories if you wish. For example, if you make substantial improvements to your home, you might keep those receipts in a separate file so you can adjust your cost basis when you sell.

3 DECIDE HOW LONG TO KEEP EACH DOCUMENT

Start going through your documents and figure out what you need to keep and what you can throw away. Allocate sections of your file drawer to short-term files and long-term files. Short-term files are for the current calendar year and will hold such items as unpaid bills, paid bills, bank statements, credit card statements, and receipts for items purchased during the year. At the end of the year you can toss some of these papers, such as utility statements and receipts for items that: 1) you know you will not be returning to the store; 2) are not tax-deductible; and 3) are not associated with a warranty or major home improvement. The papers you are keeping, such as bank statements, credit card statements, and receipts for home improvements, will be transferred to your long-term files. This will leave all the short-term file folders empty for bills and statements arriving during the coming year. Long-term files should be kept in a fireproof safe or filing cabinet, preferably a portable one that you can grab in case of disaster or emergency.

The following documents will go into your long-term files:

- ☐ Bank statements (keep for 7 years)
- ☐ Credit card statements (keep for 7 years)
- ☐ Receipts for home improvements (keep as long as you own the home)
- Receipts for major purchases (keep for the warranty period)
- ☐ Operating instructions for major purchases (keep as long as you own)
- ☐ Investment account statements (if year-end statements have all the tax information, these are the only ones you need to keep)
- ☐ Retirement account statements
- ☐ House papers (titles, deeds, mortgage documents)
- ☐ Automobile records (keep for as long as you own the car)

- ☐ Insurance policies (keep current ones; toss the ones no longer in force)
- ☐ Estate planning documents (will, trust, power of attorney, health care directive, prepaid burial papers)
- Copies of tax returns

Also in a section of your long-term files, to be kept indefinitely, will be your <u>vital</u> <u>documents</u>. These include: Passports; birth certificates; marriage certificates; divorce decrees; Social Security cards and military records.

4 FILE YOUR DOCUMENTS

Next, simply place each document in the folder where it belongs, creating new categories when needed. It doesn't hurt to have too many folders if it will help your loved ones better understand what you have.

5 STAY ON TOP OF IT

When a bill comes in, put it in the Unpaid Bills folder. After you pay your bills, put the statements in the appropriate Bills Paid folder. When bank and investment account statements come in, put them in the appropriate folder. At the end of the year, empty the short-term folders. Pull out the documents you'll need for tax filing and set them aside. Transfer account statements to the long-term section, along with receipts for major purchases and other items that may have landed in the short-term section but that you want to keep. Receipts and statements that have outlived their purpose (i.e., are not needed for taxes) can be thrown away.

An up-to-date, well organized filing system is a gift to yourself. No longer will you have to search for a particular document when you need it because everything will be immediately at hand. It is also a gift to your loved ones, who will be grateful to have quick and easy access to your records if the need ever arises.

In the life of our firm and our families

From Greg

I continue to be amazed at what our clients are up to. Whether it is pickleball, golf, canasta, fishing or the many other activities afforded to us here on the Crystal Coast. Lately, Melissa and I have enjoyed getting out on the warmer days and walking our dogs. Three of them love to run—not walk—one loves to walk, but can't keep up and the other is too old to walk, but loves to be out in the yard. Having five dogs is similar in some ways to having five children, although the dogs never have a bad day.

Our young adult children are doing well. Julia is a sophomore at UNCW and working part-time at a gymnastics after-school program. Tyler is a senior at Clemson University and is set to graduate in the coming weeks and begin his career in Charlotte with Bank of America. Austin is living and working in Raleigh and enjoying being on his own. Alli and her husband, Shelby, are living in Durham where she works as a nurse and he is a medic with Durham County EMS. Lastly, our oldest, Caitlin, and her husband Tyler, are enjoying life in Wendell, NC where she works at Duke Raleigh hospital and Tyler works for a tech company. We certainly continue to be blessed by the joy and gift of family.

From JA

There's never a dull moment in the Canady household! Reese will be six in June, Sadie just turned four, and the three little girls are all still one, Eliza and our two foster kids. That makes for both some amazing and fun times but also some challenging ones, as I'm sure you can imagine with so many little ones.

As the girls are getting older, we are becoming more intentional about teaching discipline and respect for authority. And we are still waiting for Eliza to walk. It seems to be just around the corner, but she is our hold-out at almost 16-months-old. They all enjoy playing together and learning from each other. Reese has done well in his first year of home school, and Sadie will officially start in the fall.



Since the last newsletter update, we had the opportunity to spend some family time together at the river, Reese started lacrosse and is loving it (and I'm trying to assist and learn the game!), and Sadie has been doing great and is enjoying gymnastics. Another big highlight for me has been Reese playing the drums in worship at church. He's played a full service for Saturday night and Sunday morning gatherings and I am looking forward to worshipping and playing music together going forward. Mama is still amazing! Keep us in your prayers. Psalm 127:3-5.

From Kim

Is it June yet? With such a harsh winter and the "surprise" snow showers of late, this Carteret County girl is ready for summer! Looking forward to more warm walks on the beach, shelling and getting out on the water. Spring is about new beginnings: everything is green, leafing out, budding, blooming and the birds are in full chorus every early morn, just to encourage us. Recently, having joined the Beaufort Woman's Club and being in the company of such amazing womenstepping up, stepping out and giving our all for the betterment of the community—I am humbly reminded of what great things can be accomplished when we come together! I am honored to coordinate, plan and serve what infectious energy! New beginnings... better blessings!

From Katy

So many wonderful memories have been made since the fall. My husband, PJ, and I cherished both time visiting his family in Winston-Salem for the holidays and having my entire family from Ohio visit Beaufort. Our ministry with Young Life continues to bring so much joy into our lives as we host high school students from East, West and Croatan in our home on Monday nights for our weekly outreach event. Tuesday and Thursday evenings are spent over pizza with high school friends gathered around for both a guy's and a girl's Bible study. We are ecstatic to have 30 kids signed up for our summer camp trip to Brevard, NC where they will experience a week without technology (really!), zip lining, mountain climbing, race cars, water slides, endless laughter, deep community and above all, a chance to hear how Jesus wants to be in a daily relationship with us and offer us "life to the full" (John 10:10). Thank you so much for your prayers!

Look at the birds of the air; they do not sow or reap or store away in barns, and yet your heavenly Father feeds them. Are you not much more valuable than they? - Matthew 6:26



Simple Spring Strawberry Muffins

Nothing says spring and summer like strawberries! This recipe from the food blog Honey and Birch is easy to make. Finished with a simple glaze, they're delicious and just the thing to get you in the springtime spirit.

Ingredients

- 11/2 cups all-purpose flour
- 3/4 cup white sugar
- 1/2 teaspoon salt
- 2 teaspoons baking powder
- 1/3 cup vegetable oil
- 1 egg
- 1/3-1/2 cup milk
- 1 cup fresh strawberries, diced into small pieces (the smaller the better)

For Glaze

- 1 cup powdered sugar
- 1-2 teaspoons milk

Instructions

- 1. Preheat oven to 400 degrees. Grease a muffin tin with butter or non-stick spray.
- 2. In your mixing bowl, whisk together the flour, sugar, salt and baking powder. Set aside.
- 3. Pour vegetable oil into a 1 cup measuring cup; add the egg and enough milk to fill the cup with 1 cup of liquid. Whisk the liquid together in the measuring cup, then add it to the mixing bowl. Whisk until just combined—batter should be slightly lumpy. Fold in strawberries with a spatula.
- 4. Pour batter into muffin tin. Bake approximately 12-14 minutes, or until a toothpick stuck in the middle of the muffin comes out clean. Let cool before removing from muffin pan.
- 5. In a small bowl, mix the powdered sugar and milk together until the lumps are gone. When the muffins are cool, drizzle the glaze over the top and enjoy!

Atlantic Wealth Kids



Hello from the Canady kids! Sadie (left), Eliza (right) with Reese (center) all loving on their foster sisters.

Offer to Help

We are honored to be the advisors you've chosen to help manage your financial life. In our experience, our clients who value the comprehensive services we offer often have a family member or friend who shares those values. If someone you know could benefit from financial guidance, or a fresh perspective on their retirement, we would be honored to help.

We are pleased to offer anyone you refer a no-obligation, complimentary financial review. Your continued trust in us is worth more than we can say. To refer someone, just call our office at (252) 515-7800.

Our Mission

Our advice and counsel is built on a foundation of faith, shared values, open communication and the highest integrity. With world-class service, we grow and protect our clients' hard-earned wealth so that they are free to live inspired.



Save the date!

Join us for the Annual Spring Shred-A-Thon Thursday, April 12 | 12-2pm at the Atlantic Wealth office We kindly request a 5 box maximum per person. Staples, paper clips & thin folders permitted. No three ring binders please.

THE FREEDOM TO LIVE INSPIRED

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