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MSBA PROBATE & TRUST LAW SECTION E-NEWSLETTER

April 2016

Hello from the Editors

It is just over two months until the annual Probate & Trust Law Section Conference will be held on June 6th & 7th at the RiverCentre in St. Paul. See the *Upcoming Events and CLE Programs* section below for registration information.

Please also mark your calendars for the Section's upcoming CLEs through the spring and summer:

- April 22, 2016 – Christopher Burns and Grant Wacker, "Charitable Planning: Tools and Practice."
- May 4, 2016 – Carl Petterson of Sawmill Trust Company and Tom Costa of South Dakota Trust Company on South Dakota trust law (*exact title to be determined*).
- July 14, 2016 – Richard Baum on spreadsheets and other technology for estate planners (*exact title to be determined*).
- August 2, 2016 – Barbara Hauser on elimination of bias; estate planning for Muslims (*exact title to be determined*).

Registration information will be listed on the Section's webpage by clicking here (registration for some of the CLEs is not yet open).

Regards,

Kimberly Prchal & Jennifer Santini

Wills For Heroes

Wills For Heroes is currently still in need of attorney volunteers for the following clinics:

- Saturday, April 23, 2016 – Lakefield (NOT Lakeville) – 2 attorneys
- Monday, April 25, 2016 – Benson – 4 attorneys
- Saturday, May 7, 2016 – Le Center – 3 attorneys

- Monday, May 23, 2016 – Coon Rapids – 5 attorneys

For those interested in volunteering, please contact Andrea Bischoff (andrea.bischoff@maslon.com) or Susan Link (susan.link@maslon.com) or visit the Wills For Heroes website here.

Upcoming Events and CLE Programs

- **Greater MN Probate & Trust Study Group Conference Call – Guest Speaker**
  - This call will feature a guest speaker – Tina Rosckes, who is a Senior Vice President and Trust Officer for Security Bank & Trust Co. She will discuss the role of IRA and retirement plan distribution planning in your client's estate plan.
  - Wednesday, April 20, 2016 at 9 a.m.
  - Call-in Number: (800) 406-9170 passcode: 1491722
  - Contact either Bradley Hanson (320-251-1414 ext. 1119) or JoEllen Doebbert (320-763-7838) with any questions or to join the group.

- **MSBA Probate & Trust Law Section Monthly Meeting**
  - Thursday, April 21, 2016 at 3:30 p.m.
  - Location: MSBA Offices
  - Call-in Number: (800) 406-9170 passcode: 1491722

- **MSBA Probate & Trust Law Section CLE:** *Charitable Planning: Tools & Practice*
  - Friday, April 22, 2016 at 12:00 – 1:00 p.m.
  - Location: MSBA
  - Registration: http://www.mnbar.org/Meetings/Meeting?ID=1116#.Vv229D98YW7

- **2016 Probate & Trust Law Section Conference**
  - Location: St. Paul RiverCentre
  - Dates of Conference: June 6-7, 2016
  - https://www.minncle.org/SeminarDetail.aspx?ID=1002771601

Case Law Update

There are no cases to report this month.

Federal & Minnesota State Tax Update

No report

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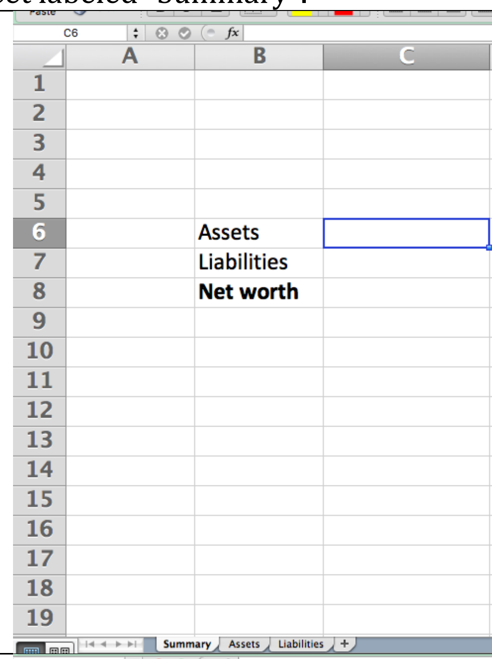
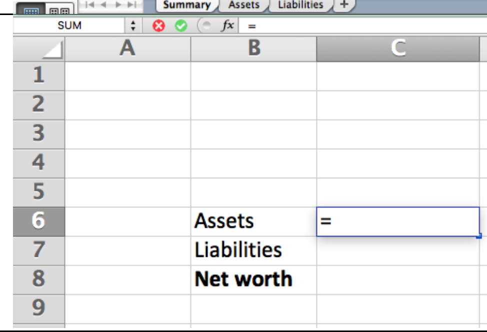
Articles

Tech Tip for Estate Planners
How to Summarize Results in a Spreadsheet

By: Richard Baum

Maybe you have made the joke that if you had been good at math you would have med school instead of law school. Maybe not if you are practicing estate planning and probate because we deal with numbers when we work with our clients.

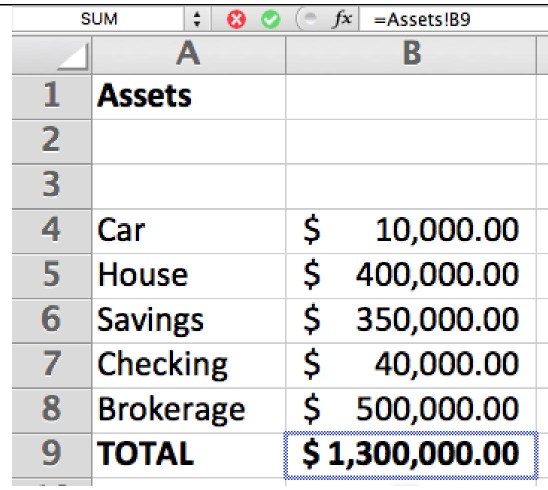
Microsoft Excel can be helpful with organizing a client's financial situation. For example, you might even have a file set up that has a separate worksheet for each type of asset or liability. Creating a summary of the numbers for your client (or yourself) is important to get the big picture. So how do you pull together the various worksheets?

Microsoft Excel	
NOTE: these steps are the same regardless of the version of Excel you have (PC or Mac).	
This example will assume you only have two worksheets, and that you want to summarize the results in a new worksheet labeled "Summary".	
a. Add your new worksheet. b. Make sure you label the new worksheet "Summary". You will see in a moment that this will help to keep things straight. c. If you have not already done so, also label the other worksheets to correspond to the data they contain. In this example you will also see worksheets labeled "Assets" and "Liabilities". d. While you are at it, also put labels in the cells for your data on the Summary worksheet.	
e. Now we will pull in the information from the Assets worksheet. f. While on the Summary worksheet, place your cursor in the cell where you want your data to go, then insert the equals sign ("="). Do not tab out of the cell.	

g. Go to the Assets worksheet and click on the cell with the data that you want to pull into the Summary worksheet.

h. Notice that the function field at the top displays the text =Assets!B9. This is showing you what you are placing into the cell on the Summary worksheet. "=Assets!B9" is saying "the contents of cell B9 from the Assets worksheet go here". This is also why you label your worksheets.

i. While on the Assets worksheet, hit your tab key.

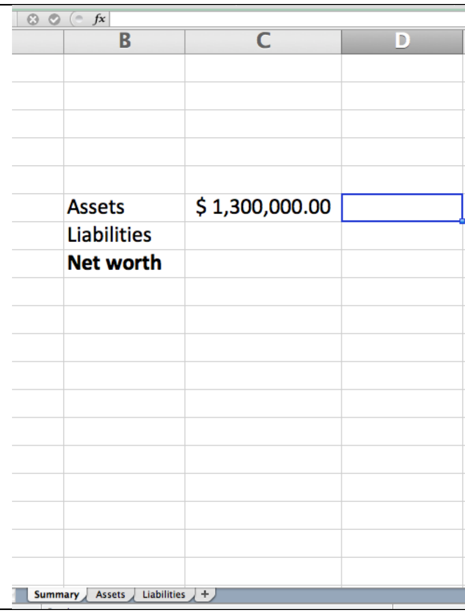


SUM =Assets!B9

	A	B
1	**Assets**	
2		
3		
4	Car	$ 10,000.00
5	House	$ 400,000.00
6	Savings	$ 350,000.00
7	Checking	$ 40,000.00
8	Brokerage	$ 500,000.00
9	**TOTAL**	**$ 1,300,000.00**

j. Your Summary worksheet should now be suddenly displayed. Even better, it will display the value that was in the cell from the Assets worksheet that you selected a moment ago.

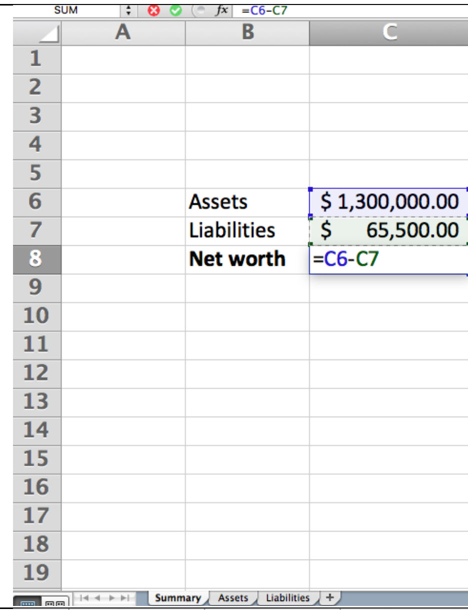
k. Repeat the same step for the Liabilities worksheet.



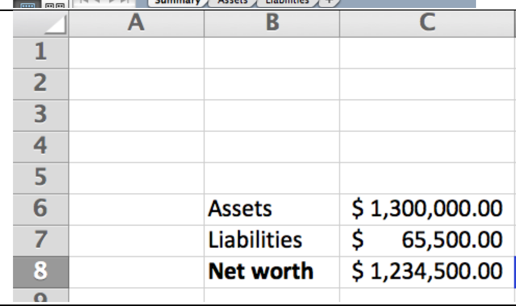
B	C	D
Assets	$ 1,300,000.00	
Liabilities		
Net worth		

l. The summary figures can also be part of a function. In this example we will subtract our liabilities from our assets to get the final result.

m. Note that the cells for the function refer to the cells on the summary worksheet (even though they contain your data from other cell sheets).



n. You now have the contents from two different worksheets displayed on a third worksheet, and those results have been computed.



Have a suggestion for a tech tip? Contact Richard Baum at richard@baumepp.com. Richard is a solo practitioner based in Saint Paul. As chair of the Technology Committee for the Probate and Trust Law Section, his goal is to help section members understand how to use technology in their practice. His other life includes camping, biking, and becoming a better tuba player.

Newsletter Committee Co-Chairs: Kimberly Prchal and Jennifer Santini

To access the PROBATE & TRUST LAW SECTION WEBSITE |Click here
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If you are interested in submitting an article, please contact **Kimberly Prchal** **(**kim@blahniklawoffice.com**)** or **Jennifer Santini (**jen@sykorasantini.com**)** with your idea.

If you do not wish to receive this E-Newsletter, send your request to be removed from the mailing list to Tram Nguyen at tnguyen@statebar.gen.mn.us.

Current and prior E-Newsletters are posted on the website for the MSBA Probate & Trust Law Section and are available at: Probate & Trust Law Section Newsletters