MIND DUMP®

PROFESSIONAL APPLICATIONS™

BUSINESS STABILIZATION & HANDOFF DIRECTIVE™

EXECUTIVE SUMMARY

CONFIDENTIAL

Prepared for:

ABC MANUFACTURING, INC.

Prepared for Estate Planning Counsel & Stakeholders

JULY 15, 2026

EXECUTIVE SUMMARY

Illustrative Example Only

CLIENT

ABC Manufacturing, Inc.

Founder unexpectedly deceased.

Family-owned manufacturing company.

45 Employees

Annual Revenue: $12.4 Million

Prepared for:

Estate Planning Counsel
Professional Fiduciary
Successor Trustee
Business Stakeholders

CURRENT SITUATION

The founder's unexpected passing created immediate uncertainty regarding executive leadership, operational authority, customer confidence, and long-term ownership.

Although legal authority exists through the estate plan, several operational decisions require immediate coordination to preserve enterprise value.

EXECUTIVE OBSERVATIONS

Operational Stability

STATUS: MODERATE RISK

- Payroll systems remain functional.
- Management team remains intact.
- No interim executive authority has been communicated to employees.

Financial Stability

STATUS: STABLE

- Working capital appears sufficient.
- Banking relationships remain active.
- Temporary approval authority should be clarified immediately.

Customer Continuity

STATUS: ELEVATED RISK

- Approximately 42% of annual revenue is personally connected to the founder.
- Immediate executive communication is recommended.

Leadership Continuity

STATUS: HIGH PRIORITY

- No interim leadership structure has been formally established.
- Employees require clear reporting relationships.
- Critical decisions remain concentrated among multiple stakeholders.

Enterprise Value

STATUS: PROTECTABLE

- Value can be preserved with timely actions.
- Stability depends on alignment, communication, and decisive leadership.

STAKEHOLDER ALIGNMENT

PARTICIPANTS INCLUDED

- Estate Planning Attorney
- Professional Fiduciary
- Adult Children
- Surviving Business Partner
- Chief Financial Officer
- Director of Operations

AREAS OF AGREEMENT

- Maintain uninterrupted business operations.
- Protect employees.
- Preserve customer relationships.
- Retain key management.
- Evaluate long-term ownership after operational stability has been achieved.

ISSUES REQUIRING ATTORNEY GUIDANCE

- Interpretation of Buy-Sell Agreement
- Voting Rights
- Trust Distribution Timing
- Temporary Governance Authority
- Board Approval Requirements

RECOMMENDED STRATEGIC DIRECTION

IMMEDIATE OBJECTIVE

Protect enterprise value while preserving management continuity.

30-DAY PRIORITIES

1. Establish Interim Executive Authority
2. Notify Major Customers
3. Confirm Banking Authority
4. Retain Critical Employees
5. Conduct Cash Flow Review
6. Implement Weekly Leadership Meetings
7. Prepare Business Valuation
8. Coordinate Legal Implementation

This document is a strategic business continuity facilitation document and is not legal, tax, accounting, investment, or valuation advice.

BUSINESS CONTINUITY ASSESSMENT

CATEGORY	ASSESSMENT
Operational Continuity	● Stable
Financial Stability	● Stable
Leadership Continuity	● Moderate Risk
Customer Retention	● Moderate Risk
Stakeholder Alignment	● Improving
Enterprise Value	● Protected if recommendations are implemented promptly

PROFESSIONAL HANDOFF

The Mind Dump Business Stabilization & Handoff Directive has organized the principal business continuity considerations identified during stakeholder facilitation.

The strategic observations and implementation priorities contained within this document are intended to support legal counsel, fiduciaries, valuation professionals, and business leadership as they execute the appropriate legal, financial, and operational actions.

JAMES WITTMACK
Founder & Principal Advisor
Mind Dump® Professional Applications™

"Clarity in the first hours.
Alignment in the first days.
Stability for the future."