

July 14, 2003

A regular meeting of the State Internal Audit Advisory Board was held on July 14, 2003 at the Capital City Center, Springfield, Illinois. This meeting was called to order by Chair Stephen Kirk at 10:00 A.M

Members Present:

Stephen D. Kirk - Capital Development Board
Shelly Martin - Central Management Services
Rusti Cummings - Office of the Comptroller
Barbara Ringler - Office of the Treasurer
Bradley W. Hammond - Department of Natural Resources
Lesslie D. Morgan - Office of the Attorney General

Members Absent:

Al DiSilvestro - IL Secretary of State
Kathleen Moreno - Eastern Illinois University

Minutes:

The Board reviewed the minutes from the May 14, 2003 meeting. A motion was made by Ms. Morgan and seconded by Ms. Ringler to accept the minutes. All approved the motion.

Old Business:

Spring Conference May 6 & 7, 2003 Update

The Board reviewed the Spring Conference survey results. Overall, the conference was a success.

Audit Consolidation

Due to the Audit Consolidation the Board will be losing three members.

It was agreed by the Board that Lesslie Morgan would take over the responsibility for issuing the CPE's certificates for the Board's activities given her past experience with the development of the Online Training Program. Brad Hammond transferred the CPE License to Ms. Morgan during the meeting and advise her that the license would need to be reissued with her name by the Department of Professional Regulation. Mr. Hammond indicated that he would transfer his files to Ms. Morgan at a later date.

The transition of officers will be discussed when the Board receives guidance regarding Executive Order #10.

The SIAAB files must be located and preserved.

After discussion a motion was made by Ms. Morgan and seconded by Ms. Martin;

"A quorum shall be the majority of Board members as defined in FCIAA (30 ILCS 10/2005). However, vacant positions shall not be included in determining whether a quorum is present."

All approved the motion.

New Business:

Ms. Morgan asked if the Board would need to offer a fall training program if IIA was not going to have training, since each auditor is now required to have 40 hours of CPE in accordance with the IIA Standards adopted by the Board on February 13, 2002.

Mr. Kirk is working with the local chapter of the IIA to develop training.

Announcements:

No announcements.

Schedule Next Meeting:

The next meeting will be held on August 13, 2003 at 10:00 A.M. at the Capital City Center, 130 W. Mason, Springfield, Illinois in Room 103.

Adjournment:

A motion to adjourn was made by Ms. Martin and seconded by Mr. Hammond. All were in favor. The meeting was adjourned at 10:49 A.M.