

November 12, 2003

A regular meeting of the State Internal Audit Advisory Board was held on November 12, 2003 at the Capital City Center, Springfield, Illinois. This meeting was called to order by Chair Lesslie Morgan at 10:02 A.M.

Members Present:

Lesslie D. Morgan - Office of the Attorney General
Rusti Cummings - Office of the Comptroller
John W. Cressman - Illinois Office of Internal Audit (Via Phone)
Barbara Ringler - Office of the Treasurer
Kathleen Moreno - Eastern Illinois University

Guests:

Shelly Martin - Illinois Office of Internal Audit

Members Absent:

Al DiSilvestro - IL Secretary of State

Minutes:

The Board reviewed the minutes from the September 10, 2003 meeting. A motion was made by Ms. Cummings and seconded by Ms. Ringler to accept the minutes. All approved the motion.

The Board reviewed the minutes from the October 8, 2003 meeting. A motion was made by Ms. Ringler and seconded by Ms. Moreno to accept the minutes. All approved the motion.

Old Business:

Performance Committee - Peer Review

Ms. Ringler reported that the reviewers were on site for the University of Illinois Peer Review and talked to staff. The reviewers will return in two weeks. The Board should receive the report in late November or early December.

CPE Coordinator

Ms. Moreno reported that she has passed the on-line peer review course and received her certificate.

Ms. Morgan will continue to serve as CPE Coordinator after she leaves the position of Chair.

Executive Committee - Administrative Bylaws

A draft copy of the Administrative Bylaws is being reviewed by the Executive Committee. The committee will have their recommendations for the Bylaws to the Board by the end of December.

New Business:

The following dates were presented for consideration to the board for the 2004 Meeting Calendar:

January 14, 2004
February 11, 2004
March 10, 2004
April 14, 2004
May 12, 2004
June 9, 2004
July 14, 2004
August 11, 2004
September 8, 2004
October 13, 2004
November 10, 2004
December 8, 2004

A motion to accept the meeting dates was made by Mr. Cressman and seconded by Ms. Moreno. The location of the meetings for the next calendar year will be discussed further at the December Board meeting. All were in favor.

Appointments

Chair Morgan suggested that the Board make and present Board nominations to the Governor's Office by the end of December.

Mr. Cressman asks if the nominations for the Board have been rotated thru the Universities in the past. Chair Morgan reported that in the past three universities, University of Illinois, Western Illinois University and Eastern Illinois University have participated. Other universities have been invited to present nominations and have declined.

Chair Morgan will send an informative email inviting invitations for nominations and will report back to the Board in December.

Announcements:

No announcements.

Schedule Next Meeting:

The next meeting will be held on December 10, 2003 at the Capital City Center, 130 W. Mason, Springfield, Illinois in Room 103.

Adjournment:

A motion to adjourn was made by Ms. Ringler and seconded by Mr. Cressman. All were in favor. The meeting was adjourned at 10:23 A.M.