

STATE OF ILLINOIS
INTERNAL AUDIT ADVISORY BOARD
WEB ADDRESS: [HTTP://SIAAB.AUDITS.UILLINOIS.EDU](http://SIAAB.AUDITS.UILLINOIS.EDU)

MINUTES
Board Meeting May 11, 2005

The regular meeting of the State Internal Audit Advisory Board was held on May 11, 2005 at the James R. Thompson Center, 100 W. Randolph, 9th Floor Video Conference Room, Chicago, Illinois. This meeting was called to order by Chair Barbara Ringler at 1:05 p.m.

Members Present

Barbara Ringler, Chair – Office of the Treasurer
Rusti Cummings – Office of the Comptroller
Al DiSilvestro – IL Secretary of State
Lesslie D. Morgan – Office of the Attorney General
Kathleen Moreno – Eastern Illinois University (Term to 2/1/04)

Members Absent

John W. Cressman, Vice-Chair – Illinois Office of Internal Audits

Minutes

The Board reviewed the minutes from the April 13, 2005 meeting. There were no suggested revisions. A motion to approve the minutes was made by Ms. Morgan and seconded by Ms. Cummings. All were in favor.

Old Business

Peer Review Bylaws – Section 4.2 Re: Extension of Peer Review Period

Ms. Ringler stated that Mr. Cressman requested that the Peer Review Bylaws be tabled until the next meeting.

CPE Coordinator – Online Peer Review Training Update

Ms. Morgan reported that there were no additional applications submitted. There are still two individuals that are taking the exam that have not been finalized.

Appointment of State College and University Board Member

There were no updates in regard to the appointment of a State College and University Board Member.

Ms. Morgan suggested that the SIAAB members be listed on the website and on all stationary in accordance with the composition of FCIAA. She also suggested that the Term members have their term date listed. Ms. Ringler stated that she would have the changes made to the website and all future stationary issued.

Peer Review – Template Format

The Board reviewed the template page by page to approve previously suggested revisions.

New Business

Request to the SIAAB for Peer Review Team Approval (NIU)

The Board reviewed the request for peer review team approval submitted by Sharon Downen of Northern Illinois University. Ms. Downen listed Michael J. Moody and Daniel Lambert as her peer review team. The Board stated they would need resumes from Mr. Moody and Mr. Lambert before approval could be granted. The Board also stated that Mr. Lambert will need to take a peer review training program. Ms. Moreno agreed to contact Ms. Downen to request resumes be sent to the SIAAB Chair. The Board will review the resumes along with the request for approval at the June 1st SIAAB meeting. Ms. Moreno stated that the Peer Review required qualifications as stated in Article III, Section 4.3 of the SIAAB Bylaws Review Teams should be listed on the SIAAB website Request form. The Board agreed, and Ms. Moreno stated that she would have the Request form link directly to the SIAAB Bylaws Article III, Section 4.3.

Memorial Contribution to Catherine Larson's Family

Ms. Ringler thanked Ms. Morgan for sending a memorial contribution to one of the charities designated by Ms. Larson's family on behalf of the SIAAB.

Next Meeting Date Conflict with OAG Training

Ms. Ringler asked the Board for their thoughts in regard to not having a June SIAAB meeting as most members would be attending the OAG Training. The Board felt a June meeting was necessary and discussed alternative dates. The June meeting was tentatively scheduled for June 1. Ms. Ringler will schedule, if available, the Capital City Center for June 1, confirm with the Board by e-mail and have the change posted on the website.

Announcements

Ms. Ringler announced that a fire drill was scheduled to take place at the James R. Thompson Center during the meeting. The SIAAB meeting was interrupted by the fire drill at 1:45 p.m. The meeting reconvened at 2:00 p.m.

Next Meeting

The next meeting is tentatively scheduled to be held on June 1, 2005 at 10:00 a.m. at the Capital City Center, Room 103, Springfield, Illinois.

Adjournment

A motion to adjourn was made by Ms. Morgan and seconded by Ms. Moreno. All were in favor. The meeting was adjourned at 3:20 p.m.