

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

**MINUTES**  
**Board Meeting November 9, 2005**

A regular meeting of the State Internal Audit Advisory Board was held on November 9, 2005 at the Capital City Center, Room 103, Springfield, Illinois. The meeting was called to order by Chair Barbara Ringler at 10:05 a.m.

**Members Present**

Barbara Ringler, Chair – Office of the Treasurer  
John W. Cressman, Vice-Chair – Illinois Office of Internal Audits  
Rusti Cummings – Office of the Comptroller  
Al DiSilvestro – IL Secretary of State (via phone)  
Kathleen Moreno – Eastern Illinois University (Term to 2/1/04) (via phone)

**Members Absent**

Lesslie D. Morgan – Office of the Attorney General

**Guest Present**

Julie Zemaitis, Executive Director – Office of University Audits

**Minutes**

The Board reviewed the minutes from the October 12, 2005 meeting. There were no suggested revisions. A motion to approve the minutes was made by Ms. Cummings and seconded by Mr. Cressman. All were in favor. The October 12, 2005 meeting minutes were approved.

**Old Business**

*CPE Coordinator – Online Peer Review Training Update*

Ms. Morgan had previously provided Ms. Ringler with updates to report to the Board. The one individual who had yet to finish the training course has since completed and passed the course. In addition, there are three individuals who have signed up to take the training course.

### *Appointment to SIAAB*

Mr. Cressman reported to the Board that he had spoken with Jill Hayden of Boards and Commissions. Ms. Hayden stated that there is a possibility of appointing up to six other positions on the Board. She posed a question as to whether there would be any interest in obtaining appointments from other agencies and universities. These appointments could include a cross section of state agencies, including retirement systems, authorities, commissions, etc. Mr. Cressman asked that the Board members e-mail him with suggestions of agencies to consider as potential Board members.

### **New Business**

#### *Approval of SIAAB Meeting Dates for 2006*

Ms. Ringler proposed the meetings be held on the second Wednesday of each month at the Capital City Center in Springfield, with the exceptions that the May, September and December meetings will be held at the Thompson Center in Chicago.

Ms. Cummings expressed concern as to whether the December meeting should be held in Chicago or Springfield due to the Board needing the time and having review staff available for final peer review processing. Mr. Cressman suggested moving each Chicago meeting up one month, which would be April, August and November.

Ms. Ringler asked the Board to make a motion to accept the revised Chicago meeting dates as well as the Springfield dates. Mr. Cressman made a motion to accept the meeting dates as revised, Ms. Cummings seconded the motion. All were in favor. The meeting dates were approved.

#### *Summary of Evaluations from Fall Conference*

Ms. Ringler reviewed a summary of the evaluations with the Board. On a scale of 1 to 5, the OAG Comments total score was 5, the SIAAB Comments total score was 5 and the Vendors total score was between 2 and 3. Overall, the conference was a success.

Ms. Cummings recommended for the next conference, the Board should consider dividing the planning and organizing duties of the conference between Board members as it is a major undertaking for one individual to accomplish.

#### *SIAAB 2006 Officer Elections*

Ms. Cummings brought to the Boards attention that they will have to make nominations at the next meeting for the SIAAB 2006 officer elections.

### **Announcements**

None

### **Next Meeting**

The next meeting will be held December 14, 2005 at 1:00 p.m. at the James R. Thompson Center, 100 W. Randolph, 9<sup>th</sup> Floor Video Conference Room 9036, Chicago, Illinois.

### **Adjournment**

Ms. Ringler adjourned the meeting at 10:50 a.m.