



Board Meeting Minutes
12:30 pm, Tuesday 14 October 2008
Ernst & Young Building, Level 5, Allara Street, Civic

1 Apologies

Present: Jamie Norton (JN)	Apologies: Diana Adams (DA)
Scott Waters (SW)	Les Selvarajah (LS)
Salam Saffarini (SS)	
Oner Aktas (OA)	
Stephen Doyle (SD)	
Ahsan Sheikh (AS)	
Peter Kalkman (PK)	
Keith Allen (KA)	

Board Member Attendance – 2008

Board Member	31/1	12/2	11/3	8/4	13/5	10/6	8/7	12/8	9/9	14/10	11/11	AGM	Total
S. Waters President	✓	✓	✓	✓	-	✓	-	✓	✓	✓			8
S. Saffarini Vice President	✓	✓	✓	-	✓	✓	✓	-	✓	✓			8
D. Adams Immediate Past President	-	✓	✓	✓	✓	✓	-	-	-	-			5
S. Doyle Past President	✓	✓	✓	✓	✓	✓	✓	✓	-	✓			9
K. Allen Treasurer	-	✓	✓	✓	-	✓	✓	✓	-	✓			7
G. Lee Secretary (resigned 10/6/08)	✓	✓	✓	-	-	-	-	-	-	-	-	-	3
A. Sheikh Webmaster	-	✓	✓	✓	✓	-	-	-	✓	✓			6
P. Kalkman Board Member	✓	-	✓	✓	✓	-	✓	✓	-	✓			7
L. Selvaraja Board Member	✓	-	✓	-	✓	-	-	-	✓	-			4
O. Aktas Secretary	-	✓	✓	✓	✓	-	✓	✓	✓	✓			8
J. Norton Board Member	-	-	✓	✓	-	-	-	✓	✓	✓			5
Total	6	7	11	8	7	5	5	6	6	8			

2 Previous Minutes

The minutes of the September Board meetings were accepted.

3 President's Report

SW Informed the board that

ASIS and Risk Management institute are planning to have a Christmas party. ISACA Canberra Chapter has been invited to participate. It is agreed to hold a joint Christmas party on 11th of December, and all ISACA Canberra Chapter Members should be invited.

It is agreed to hold the AGM on 4th or 5th December depending on the venue availability. (Canberra Club) Before the AGM this year's audit needs to be completed. We are also going to get quotes for 2009/2010 Audit. UHT, PKF and Walter Turnbull are possible vendors. SW is going to ask for quotes.

Fundamentals training has been booked.

DA did a 25 minute presentation about COBIT to Centrelink

Action

SW to get quotes for 2009/2010 Audit.

4 Secretary's Report

By October 14th, Canberra Chapter has 203 members; there have been 10 new memberships in the last 3 months.

There is no new mail.

5 Treasurer's Report

Treasurer's report was accepted.

It is discussed that CACS 2009 expenses should be provided in more detail to the board, it is agreed that separate statement for CACS 2009 should be provided for future meetings.

Action

KA to provide a separate statement for CACS 2009 for next meeting.

KA is taking accounts to the auditor between 20th October and 24th October.

Action

KA to deliver accounting information to the auditor (WalterTurnbull).

Bringing the money in the overseas account has been discussed. A decision will be made later on.

6 Webmaster

AS has informed that 30th anniversary logo has been adjusted, Secretary info and e-mail links for the Secretary and the President have been checked.

It is agreed that information about coming up events and more information about next 2 tech sessions to be put on the website.

Action

AS to check links for Secretary and President e-mails and to shrink 30th anniversary section on the website

7 Education Committee

Professional updates

Keith Jeffers from National Library is considered for the panel for the November tech session to talk about COBIT / ITIL/ systems accreditation.

It is agreed that focus should be certification and accreditation and theoretical and practical point of views relating to ACSI 33 should be explored in November tech session.

It is suggested to have a newspaper ad for the November tech session.

SS informed the board that education committee is considering redeveloping some training.

CISA/CISM sessions

Arrangement of presenters is under control, 2 more volunteers are needed for CISA sessions.

Dates for the presentations needs to be provided to KPMG for the venue for the presentations. SS will explore possibility of KPMG facilities for the sessions.

It is agreed to not to hold a training session for CGIT, since there is only one candidate and the board does not have access to a presenter with CGIT qualifications.

Before the AGM, the details for tech session participants need to be updated.

Action

SS to provide dates to KPMG

8 CACS 2009

SW has received the sponsorship package and is going to present it to Verizon to find out if they would like to be a sponsor.

Call for papers flyers have been distributed in CACS 2008

Action

SW to present the sponsorship package to Verizon and find out if they would like to be a sponsor.

9 Other

It is agreed to use 2 videos for the AGM meeting (details needed)

10 Date of Next Meeting

Tuesday, 11 November 2008 – ~~Ernst & Young Building~~ (Now it is changed to Oakton)