

## ISACA Chapter Annual Report

The Membership Board designed this Chapter Annual Report for all ISACA chapters to complete and return to ISACA International. This process is meant to be as painless a task as possible, while ensuring that good governance is in place and that all chapters support and protect the ISACA brands. We know chapter leaders are volunteers and are very busy, therefore this report is designed to be succinct, easy to complete, and multi-functional, eliminating the need for complete of separate chapter award entries.

Completing and submitting this report within 30 days of your Annual General Meeting will enter your chapter in the K. Wayne Snipes Chapter Recognition Award judging process. Submitting copies of your newsletter with this report will also enter your chapter into the "Best Newsletter Award" competition. Since the report is to be completed at the time of your chapter's AGM, it can also serve as a reporting mechanism to the members of your chapter.

**Chapter Name:** Minnesota

**Chapter Number:** 007

**Reporting Period:** June 1, 2007 to May 31, 2008

**Due date:** June 22, 2008

### Governance Information

Date of Last AGM: May 21, 2008	Date of Last Election: May 21, 2008
Number of Chapter Board Meetings: 12	
Does your chapter have a privacy policy posted on your chapter web site? (Visit <a href="http://www.isaca.org">www.isaca.org</a> to view the ISACA International privacy policy.)	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Date of Latest Audited Accounts	
<b>From</b> June 1, 2006 <b>To</b> May 31, 2007	
Does your chapter require board members to sign a "Willingness to Serve" form?	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>Form is reviewed at turnover meeting but signatures were not required, but signatures are being considered.</i>	
Please attach a copy of your chapter's most recent auditor certificate, verification letter or inspection of accounts letter.	
<b>Prepared By</b> <input type="checkbox"/> Paid Third Party <input checked="" type="checkbox"/> Board Appointed Volunteer	

### Your Current (Incoming) Chapter Board

Please show if any board members have a financial relationship (e.g. paid lecturing, administrative support, etc.) with the chapter and attach details in a separate memorandum. ***This does not include reimbursement of out-of-pocket expenses, speakers' gifts under US\$250 in value, and similar minor transactions.***

Position	Name	E-mail	Business Phone	Financial Relationship if over US\$250?
President	Tom Tisthammer	Thomas.Tisthammer@gmacrfc.com	952-857-8549	No
Vice President – Elect	Mike Wilm	Michael.J.Wilm@wellsfargo.com	612-667-6723	No
Director	Ted Wallerstedt	walle160@umn.edu	612-626-0097	No
Director	Linda Dawson	LFDawson1@mmm.com	651-737-2299	No
Director	Travis Finstad			No
VP of Administration	Mark Mathison	mark.mathison@state.mn.us	651-201-2792	No

VP Education	Pete Stack	Pete.Stack@hudson.com	612-599-0252	No
VP Academic Relations	Danielle Stariha	danielle.stariha@gandermountain.com	651-325-4509	No
VP Roundtables	Matt Hynes	Matt.Hynes@ey.com	612-371-6344	No
Treasurer	Richard Spieker	Richard.J.Spieker@wellsfargo.com	612-667-6920	No
Secretary	Yvonne Smith	yvonne.smith@mysticlake.com		No
<b>Other Board Members</b>				
<i>Position</i>	<i>Name</i>	<i>E-mail</i>	<i>Business Phone</i>	<i>Financial Relationship over US\$250?</i>
CISA Coordinator	Dennis Archambault	<a href="mailto:darchamb@travelers.com">darchamb@travelers.com</a>	(651) 310-7911	Speaker Stipends \$500
CISA Coordinator	Bill Brown	<a href="mailto:wbrown@goldengate.net">wbrown@goldengate.net</a>	(952) 934-0906	No
CISM Coordinator	Dennis Archambault	<a href="mailto:darchamb@travelers.com">darchamb@travelers.com</a>	(651) 310-7911	Speaker Stipends \$500
CISM Coordinator	Bill Brown	<a href="mailto:wbrown@goldengate.net">wbrown@goldengate.net</a>	(952) 934-0906	No
Communication	John Kelcher	John.Kelcher@state.mn.us	651-296-8027	None
Communication s	Neal Dawson	neal.dawson@state.mn.us	651-201-2790	None
Audit Committee	Brad Webb	brad.webb@wellsfargo.com	612-667-9233	None

### Chapter Statistics

<p><b>Total number of chapter members at time of your most recent Annual General Meeting (AGM)</b> 791</p> <p><b>Newsletter Produced?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If yes, please attach the last two issues of your newsletter to this report.</p> <p><b>We generally communicate to our members with emails and direct them to our website.</b></p> <p><b>Newsletter Method of Distribution</b> (check all that apply)</p> <p>E-mail <input type="checkbox"/> Regular Mail <input type="checkbox"/> Posted on Website <input type="checkbox"/></p> <p>If other please specify:</p>	<p><b>Current Calendar Year Chapter Dues Amount</b></p> <p>US \$35</p> <p><b>Does your chapter have a website?</b></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, what is the URL? <a href="http://www.mnisaca.org/">http://www.mnisaca.org/</a></p> <p><b>How often is your web site updated?</b></p> <p>Weekly <input checked="" type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/></p> <p>If other please specify: <b>Minimum monthly, more as needed</b></p>
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Frequency of Newsletter distribution?

Monthly  Quarterly

If other, please specify:

Are your bylaws posted on your web site?

Yes  No

Does your web site include job postings?

Yes  No

### CISA and CISM Statistics

Did you run a CISA Promotion/Marketing Event in the past year?

Yes  No

Comments: **We held a CISA recognition event during our annual meeting and boat cruise on 5/21/08. We also promoted the CISA at an annual student accounting and auditing conference on 9/28/06 and at our second annual joint security conference with ISSA, on May 13 & 14, 2008.**

If Yes, how many people attended your chapter's CISA Promotion Event? **We had about 70 people attend our Annual Boat Cruise and CISA/CISM Recognition Event. The student conference attracts nearly 700 employers, faculty, and students in Minnesota and Western Wisconsin. The third annual security conference attracted over 400 security professionals and exhibitors.**

Did you run a CISA review course in the past year?

Yes  No

Comments: **We held two review classes: Fall 2007 and Spring 2008**

If Yes, how many people attended your chapter's CISA review course?

**Fall 2007:**

**Spring 2008:**

Did you run a CISM Promotion/Marketing Event in the past year?

Yes  No

Comments: **We held a CISM recognition event during our annual meeting and boat cruise on 5/21/08. We also promoted the CISM at our second annual joint security conference with ISSA on May 13 & 14, 2008.**

If Yes, how many people attended your chapter's CISM Promotion Event? **We had about 70 people attend our Annual Boat Cruise and CISA/CISM Recognition Event. The third annual security conference attracted over 400 security professionals and exhibitors**

Did you run a CISM review course in the past year?

Yes  No

Comments: **We held two review classes: Fall 2007 and Spring 2008.**

If Yes, how many people attended your chapter's CISM review course?

**Fall 2007:**

**Spring 2008:**

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**Chapter Event\* Summary** (attach additional sheets if necessary):

\* Does not include Chapter Board meetings

<b>Date</b>	<b>Target Audience (Assurance, Security, IT Governance)</b>	<b>Total attend</b>	<b>CPEs</b>	<b>Topic and Speaker (if multi-track seminar, say "multi-track")</b>	<b>Comments</b>	<b>Member Fee</b>	<b>Non Mem Fee</b>	<b>City of event</b>	<b>Online Registration?</b>
June 11-15, 2007	Assurance		40	Canaudit Seminars (Multitrack)		\$595 - \$2995	\$595 - \$2995	Bloomington	No
September 9, 2007	Assurance		2	Tech Roundtable: Audit Standard 5: Impact on your Sarbanes Oxley Efforts		Free	Free	TBA	No
September 26, 2007	Assurance		N/A	10th Annual Accounting and Auditing Student Conference		\$10 for Students	\$10 for Students	Minneapolis	No
October 10, 2007	All		N/A	IT Audit Leaders Lunch		Free	Free	Roseville	No
October 10, 2007	Assurance		2	Leaders Roundtable: Risk-based Audit Planning		Free	Free	Roseville	No
October 10, 2007	Assurance		2	Tech Roundtable: The IIA Guide to the Assessment of IT (GAIT)		Free	Free	Roseville	No
October 10, 2007	All		N/A	Chapter Social Event		Free	Free	Roseville	No
Oct 20 - Dec 1, 2007	Assurance		18	CISA Review Course 8:30 a.m. – 11:30 a.m.		\$300	\$350	St. Paul	No
Nov 3 - Dec 1, 2007	Security		15	CISM Review Course 8:30 a.m. – 11:30 a.m.		\$300	\$350	St. Paul	No
Nov 12-16, 2007	All		37	SecureIT Training (Multitrack)		\$500-\$1150	\$600-\$1350	Roseville	No
November 14, 2007	Assurance		2	Tech Roundtable: Developing an Audit/Compliance repository using ITIL -inspired controls		Free	Free	Roseville	No
December 12, 2007	Assurance		2	Tech Roundtable: Auditing the Systems Development Lifecycle		Free	Free	Minneapolis	No
January 9, 2008	All		N/A	IT Audit leaders/Faculty Luncheon		Free	Free	Bloomington	No
January 9, 2008	All		2	Faculty Roundtable - Curriculum Review/Open Discussion		Free	Free	Bloomington	No
January 9, 2008	IT Governance		2	IT Audit Leader Roundtable: Addressing Regulatory Compliance Challenges		Free	Free	Bloomington	No

January 9, 2008	Assurance		2	Tech Roundtable: Best Practices for PCI Compliance		Free	Free	Bloomington	No
January 9, 2008	All		N/A	Quarterly Social		Free	Free	Bloomington	No
February 13, 2008	Assurance		2	Tech Roundtable: IMPLEMENTATION OF CONTINUOUS CONTROLS MONITORING (CCM)		Free	Free	Minnetonka	No
Feb 19-20, 2008	Assurance		15	Hidden Secrets from IT Auditors		\$500	\$500	Roseville	No
March 12, 2008	All		N/A	IT Audit Leaders Lunch		Free	Free	Roseville	No
March 12, 2008	IT Governance		2	IT Audit Leaders Roundtable: Beyond Convergence, Integrating Risk Protocols throughout the Enterprise		Free	Free	Roseville	No
March 12, 2008	IT Governance		2	Technical Roundtable: Managing Program and Project Risks		Free	Free	Roseville	No
March 12, 2008	All		N/A	Quarterly Social		Free	Free	Roseville	No
April 9, 2008	Assurance		2	Identity Management: Controlling and Recertifying Access in an increasingly Regulated world		Free	Free	Minneapolis	No
May 12, 2008	Assurance		8	Secure360° Pre-Conference - ISO 27001 for Auditors by Orange Parachute		\$99	\$99	St. Paul	No
May 13 - 14, 2008	All		12	Upper Midwest Security Alliance presents Secure360° Conference (Multitrack)		\$249	\$249	St. Paul	No
May 15 - 16, 2008	Assurance		15	Secure360° Post-Conference - Auditing Oracle Databases		Free	Free	St. Paul	No
May 21, 2008	Assurance		N/A	IT Audit leaders/Faculty Luncheon		Free	Free	Minneapolis	No
May 21, 2008	Assurance		2	IT Audit Leaders Roundtable - Control Improvements: Fighting the ROI battle		Free	Free	Minneapolis	No
May 21, 2008	All		2	Faculty Roundtable - Curriculum Review/Open Discussion		Free	Free	Minneapolis	No
May 21, 2008	All		2	Technical Roundtable - Target and Attack Methods of Cybercriminals		Free	Free	Minneapolis	No
May 21, 2008	All		N/A	MN ISACA Annual Meeting		Free	N/A	Minneapolis	No
May 21, 2008	All		N/A	Boat Cruise on the Minneapolis Queen		\$30	\$30	Minneapolis	No

### Chapter Involvement

		Comments/Details
Is your chapter involved in the CISA Item Writing Program?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Is your chapter involved in the CISM Item Writing Program?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Does your chapter contribute funds to ITGI?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>\$5,000 is budgeted for the 2008 Global Leadership Conference in Toronto July 25 &amp; 26, 2008.</b>
Is your chapter involved in other research work?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Is your chapter involved in actively promoting student membership?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>At the Annual Accounting &amp; Auditing Student Conference. Also, we have presented to individual classes at the request of the instructor. Students are encouraged to attend the Secure360° conference.</b>
Is your chapter involved in the University Advocate Program?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>We have one advocate, but plan to pursue this more.</b>
Does your chapter have new member and retention initiatives in place?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Personal letters are sent to all new members and they are specifically invited to all events. We hold three social events per year and survey prior members that did not renew their membership.</b>

### Chapter Involvement with Other Professional Organizations

<b>Organization</b>	<b>Details</b>
Accountancy Body	<b>Work with CPA, MAPA, GFOA, and IIA to hold an annual Accounting &amp; Auditing Student Conference.</b>
Computer Society	
DPMA	
IIA	<b>IIA Twin Cities Chapter – Hold an annual Accounting &amp; Auditing Student Conference, have an agreement with them permitting their members to attend ISACA Technology roundtables</b>
ISSA	<b>Partnered with the Minnesota ISSA to jointly sponsor, with other security organizations, the Secure360° conference in St. Paul, MN.</b>
Other	<b>In addition with the Minnesota ISSA, we partnered with BCPA to jointly sponsor the Secure360° conference in St. Paul, MN.</b>

### How has the chapter become more valuable to its members?

1	<b>Provided a variety of relevant roundtables and training seminars to technical members.</b>
2	<b>Provided a variety of relevant audit leader roundtables to audit management.</b>
3	<b>Provided social events, which encourage networking among our members.</b>
4	<b>Improved our website to provide our members with more useful and timely information, and developed a better means for event registrations.</b>

5	Began implementation of the Balanced Scorecard to improve chapter operations and support member needs.
6	Surveyed members for input on training needs.

**Please list any special achievements of which your chapter is especially proud:** We created a database for administrative purposes and provided a central repository of chapter leader resources, available from a secure section of our chapter's website. This allows us to post board minutes and financial information that is shared by all board members.

Also, our Accounting and Auditing Student Conference is something that we believe should be a national model. We host this event jointly with 5 other professional organizations (IIA, CPA Society, IMA, MAPA, and GFOA). Our goal is to offer a forum where current and potential students can learn about the vast array of accounting and auditing career opportunities. Now in our 11<sup>th</sup> year, the event draws students and faculty from over 30 colleges and universities. We provide a forum where these students and faculty can network with a wide array of exhibitors from both the public and private sector, hear interesting speakers, and interact with recently hired graduates in closed-door breakout sessions. We had many companies in the Twin Cities exhibited so that college students could learn about exciting career opportunities. Check it out at [www.studentconf.org](http://www.studentconf.org).

MN-ISACA, along with the ISSA, CSITS, and the BCPA, has been instrumental in bringing the annual Secure360° conference to the upper Midwest. This conference annually brings more than 400 security professionals to the Twin Cities, attracting top sponsors such as Microsoft and IBM to our event.

**Please list any significant issues within your chapter that you would like to bring to the attention of ISACA International:**

**Please indicate any financial marketing assistance received from ISACA Headquarters in the past year:**

We applied for and were pre-qualified for marketing assistance during the past chapter year, but are still working on a process to best manage the program locally.

**Please list any recommendations or questions your chapter has for ISACA International / Key Boards:**

1. Send membership dues income to chapters via ACH instead of wire transfer. It's cheaper.
2. Provide centralized web hosting for the chapters, similar to what the IIA does.
3. Provide a standard Chapter Management System (CMS) for managing the chapter (tracking membership, events, accounting, etc.).
4. Ideally, would like to be able to electronically take the CISA/CISM exams at a certified testing facility (i.e., Sylvan Learning Center) at any time and get the results immediately.

**Please attach the following pages to completely answer the items on this form:**

1) Latest auditor's certificate or verification/ inspection of accounts letter	3) Newsletter (if produced)
2) Financial relationship details (if any)	4) Any additional pages of information

Respectfully submitted by:

Name: Ted Wallerstedt

Chapter Position Held: Director, Immediate Past President

Date: June 21, 2008

**For ISACA International use only:**

Date received: