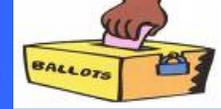


# Chapter News



April 2008  
Special AGM Issue

## 2008 Annual General Meeting

The Institute of Internal Auditors Barbados Chapter will hold its AGM on **Thursday, April 24<sup>th</sup> 2008** in the **Training Room** of the National Insurance Department, 2nd Floor, **Frank Walcott Building**, Culloden Road, St. Michael starting at 5:30 pm. The primary business of the AGM shall be the review of the 2007-2008 annual report and the election of officers to serve for the period June 1, 2008 to May 31, 2009.

### ORGANISATIONAL AIMS AND OBJECTIVES

The Institute of Internal Auditors - Barbados Chapter was established in 1999 with the following objectives and directives in keeping with vision of the international body of the IIA:

- I. **Advocacy.** To be recognized as the global voice for the internal audit profession.
- II. **Globalization.** To develop and sustain the internal audit profession globally through appropriate infrastructure, coordination, support and communication.
- III. **Service.** To provide exceptional service to IIA members.

### THE OFFICERS OF THE BOARD

At the AGM the following posts will be declared vacant effective May 31, 2008:

- a) President
- b) 1<sup>st</sup> Vice President
- c) 2<sup>nd</sup> Vice President
- d) Treasurer
- e) Secretary
- f) Governors (2)

- a) The major responsibilities of the **President** are to chair Chapter and board meetings and to lead the organisation in realising its objectives by establishing programmes based on input from the other officers and members.
- b) The **Vice Presidents** will be called on to perform the duties of the President in case of the absence or disability of the President. In addition each Vice President may chair a committee of his/her choosing.

Editor: Antaline King; Assistant Editors: Celia Clarke, Sonia Hunte

- c) The main functions of the **Treasurer** are to maintain the financial records of the chapter, to receive and disburse funds as duly authorized by the board, to prepare the annual budget based on submissions from the various committees and to prepare financial statements each fiscal year to be audited and forwarded to the IIA.
- d) The **Secretary** is largely responsible for the preparation of all Board minutes as well as the maintenance of mailing lists of members and other contacts.
- e) There is one three-year **Governor** for each ten members up to a maximum of twelve governors. They form part of the governing body of the Chapter and oversee or chair committees as needed.

### THE COMMITTEES

- i. **Academic Relations** – to inform and educate students about internal auditing and generate interest in pursuing it as a career. The CIA scholarship offered by the chapter is a part of this initiative but it is open to everyone which allows finance professionals to apply as well.
- ii. **Budget and Finance** – mandated to ensure that financial matters related to the Chapter are executed efficiently.
- iii. **Chapter Achievement Programme** – responsible for a monthly report of the chapter's activities for submission to IIA. Based on points earned the chapter becomes eligible to receive an award. The Barbados Chapter has earned a gold award for the past five years.
- iv. **Certification** – their role is to promote the IIA certifications and continuing professional development programmes.
- v. **Marketing & Public Relations** – a team dedicated to promoting the chapter through the media, the internet as well as printed materials, to maintain and enhance the profile of the organisation in the local community.
- vi. **Membership** – spearheads initiatives to add new members and supports the membership by liaising with IIA to resolve any membership issues.
- vii. **Newsletter** – the committee is mandated to disseminate information via an electronic newsletter and an annual printed version.
- viii. **Website** – responsible for maintaining the website as a repository of information that will create public awareness of the profession.

- ix. **Chapter Evenings** – this committee is required to organise and execute events that bring members and non members together for educational events such as presentations on topical audit or business issues as well as for social and networking events.
- x. **CAE Forum** – The aim of the forum is to provide support for the local and regional network of persons who are in the role of Chief Audit Executive in their organisation. It facilitates meetings of the CAEs where they can obtain guidance on running audit shops, they can be introduced to or review auditing software and techniques and the forum allows for roundtable discussions of issues affecting internal audit.
- xi. **Business and Industry** – while still in an embryonic stage in the local chapter, this committee aims to create and execute programmes that foster strategic alliances with the business community as well as other professional bodies.
- xii. **Training and Education** - the Local Chapter is the sole body in Barbados that offers “internal audit-specific” training. The committee organises seminars and workshops to meet the demand of our membership as well broader topics that attract other business professionals.

The President, governors and officers of the 2007-2008 board wish to thank you for your support during the year and look forward to seeing you at our AGM where we can select a new team of persons to take the chapter forward so that it may continue to grow from strength to strength.



**SO JOIN US ON APRIL 24, AND CAST YOUR VOTE!!**