

REPORT DIGEST

STATE BOARD OF ELECTIONS

COMPLIANCE EXAMINATION

For the Two Years Ended:
June 30, 2009

Summary of Findings:

Total this audit	5
Total last audit	3
Repeated from last audit	0

Release Date:
March 25, 2010



State of Illinois
Office of the Auditor General
WILLIAM G. HOLLAND
AUDITOR GENERAL

To obtain a copy of the Report contact:
Office of the Auditor General
Hes Park Plaza
740 E. Ash Street
Springfield, IL 62703
(217) 782-6046 or TTY (888) 261-2887

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SYNOPSIS

- ◆ The Board did not maintain adequate documentation to substantiate compliance with the Election Code.
- ◆ The Board did not maintain adequate documentation of all petition tie breaker notifications sent under the Elections Code.
- ◆ The Board did not maintain adequate documentation to prove that the official State calendar of elections for 2008 was made available to the public timely.

{Expenditures and Activity Measures are summarized on the reverse page.}

STATE BOARD OF ELECTIONS
COMPLIANCE EXAMINATION
For The Two Years Ended June 30, 2009

EXPENDITURE STATISTICS	FY 2009	FY 2008	FY 2007
Total Expenditures (All Funds)	\$26,448,796	\$15,096,534	\$48,063,648
OPERATIONS TOTAL	\$9,412,587	\$7,670,070	\$7,079,614
% of Total Expenditures.....	36%	51%	15%
Personal Services	\$2,981,108	\$3,236,867	\$3,068,264
% of Operations Expenditures	32%	42%	43%
Average No. of Employees.....	66	63	63
Other Payroll Costs (FICA, Retirement).....	\$959,437	\$901,204	\$702,028
% of Operations Expenditures	10%	12%	10%
Contractual Services	\$628,222	\$684,618	\$649,142
% of Operations Expenditures	7%	9%	9%
All Other Operations Items.....	\$4,843,820	\$2,847,381	\$2,660,180
% of Operations Expenditures	51%	37%	38%
GRANTS TOTAL.....	\$17,036,209	\$7,426,464	\$40,984,034
% of Total Expenditures.....	64%	49%	85%
Cost of Property and Equipment.....	\$2,024,900	\$1,646,000	\$1,436,736
SELECTED ACTIVITY MEASURES (Not Examined)			
ELECTIONS DIVISION	FY 2009	FY 2008	FY 2007
• Number of election judge schools requested.....	104	111	166
• Number of election jurisdictions submitting voter registration database files.....	110	110	491
• Number of nominating petitions filed	101	1,750	78
• Number of petition objections filed	5	213	13
• Number of petition copy requests received.....	54	767	8
• Number of election publications requested	4,700	6,187	6,865
CAMPAIGN FINANCING DIVISION	FY 2009	FY 2008	FY 2007
• Number of organizations that qualify as party organizations	658	675	654
• Number of organizations that qualify as political action committees.....	498	511	497
• Number of outside complaints filed.....	29	5	49
• Number of raffle applications approved.....	768	710	581
• Number of financial disclosure reports reviewed	19,268	11,965	20,159
• Number of report amendments filed	1,476	1,462	1,362
AGENCY HEAD			
During Audit Period: Mr. Daniel W. White			
Currently: Mr. Daniel W. White			

**FINDINGS, CONCLUSIONS, AND
RECOMMENDATIONS**

NONCOMPLIANCE WITH THE ELECTION CODE

**Inadequate documentation
maintained for voting
equipment tests conducted**

The State Board of Elections (Board) did not maintain adequate documentation to substantiate compliance with the Election Code (Code) with regard to preliminary tests of voting equipment. We noted notification letters were not sent to some entities selected for preliminary testing, a copy of a notification letter sent was not maintained, and dates of public tests were not maintained in the Board's records.

We recommended the Board document the public test dates on the notification letters. We also recommended the Board implement controls to monitor and ensure that notifications are indeed sent and that appropriate documentation is kept. (Finding 1, pages 9-10)

**Board agreed with auditor
recommendation**

Board officials concurred with the finding and stated they will enhance their documentation and recordkeeping procedures to ensure that the notification requirements are fully complied with, and that sufficient documentation is maintained by Board staff to substantiate compliance with the requirements.

**INADEQUATE DOCUMENTATION OF PETITION
TIE BREAKER NOTIFICATIONS**

**Inadequate documentation
maintained for petition tie
breaker notifications**

The Board did not maintain adequate documentation of all petition tie breaker notifications sent under the Elections Code (Code).

We recommended the Board maintain adequate documentation of all notifications sent under the Code (Finding 2, page 11).

**Board agreed with auditor
recommendation**

Board officials concurred with the finding and stated they will review and strengthen document retention procedures in the future to prevent further instances.

INADEQUATE DOCUMENTATION OF OFFICIAL STATE CALENDAR OF ELECTIONS

Could not provide evidence of timely election calendar availability

The Board did not maintain adequate documentation to prove that the official State calendar of elections for 2008 was made available to the public timely.

We recommended the Board maintain adequate documentation of when the official State calendar of elections is made accessible to the public. (Finding 3, page 12).

Board agreed with auditor recommendation

Board officials concurred with the finding and stated they will review and increase retention of sufficient documentation to prove the posting date and time of annual State calendars of elections to the Board's website.

OTHER FINDINGS

The remaining findings are reportedly being given attention by the Board. We will review the Board's progress toward implementation of our recommendations in our next examination.

AUDITOR'S OPINION

We conducted a compliance examination of the State Board of Elections as required by the Illinois State Auditing Act. We have not audited any financial statements of the State Board of Elections for the purpose of expressing an opinion, because the State Board of Elections does not, nor is it required to, prepare financial statements.

WILLIAM G. HOLLAND, Auditor General

WGH:CMD:pp

AUDITORS ASSIGNED

The compliance examination was conducted by the Auditor General's staff.