



**Success is a Journey**

**Not a Destination**

— Ben Sweetland

**mapping  
THE  
future**

Myrtle Beach Area Chamber of Commerce  
Progress Report and Program of Work

1998-1999



# Mission Statement

THE MISSION OF THE MYRTLE BEACH AREA CHAMBER OF COMMERCE IS TO PROVIDE COMMUNITY LEADERSHIP IN THE PROMOTION OF ECONOMIC DEVELOPMENT, INCLUDING TOURISM. ACCORDINGLY, THE CHAMBER WILL EFFECTIVELY INVOLVE ITSELF IN THE GOVERNMENTAL AND POLITICAL ARENA AND IN THE COORDINATION OF EFFORTS TO ADVANCE BUSINESS DEVELOPMENT IN ORDER TO IMPROVE THE QUALITY OF LIFE AND TO ENCOURAGE UNITY IN THE REGION.



The Progress Report and Program of Work is produced by the Myrtle Beach Area Chamber of Commerce's Communications and Graphic Design Departments

Director of Communications - Stephen Greene; Member Communications Specialist - Charlene Adelstone; Communications Specialist - Jennifer Kuns; Graphic Design Manager - Julie Bostian; Graphic Design Assistant - Ron Geris



# Administration

The role of the Administration division is critical to the overall success of the chamber. Behind the scenes, this group works to deliver essential administrative leadership by providing both internal and external customers timely, accurate information, and service-oriented support. Because of their efforts, bills get paid, computers stay online, and employees are kept informed of labor issues.

CFO Brad Dean oversees the operations of his seven-member staff: Sheri Pilson, accounting manager; Jonathan Carter, MIS manager; Jody Williams, executive administrator; David Lockerby, MIS coordinator; Louise Anderson, accounting assistant; Jan Griggs, accounting clerk; Judy Jarvis, billing coordinator.

## Successes

- Received seventh consecutive unqualified audit opinion.
- Numerous changes to accounting policies and strengthened internal controls.
- Implemented new financial reporting system.
- Upgraded/replaced network hardware and all major software applications.
- Converted to a 401K retirement plan.
- Enhanced new employee orientation and implemented new performance appraisal system.
- Began testing for Y2K compliance.

## Goals for 1999-2000

- Save \$150,000 in contract/service costs.
- Continue to improve accounting operations.
- Improve employee benefits while lowering costs.
- Prepare for Y2K compliance.
- Implement cash management program and electronic filing system.
- Centralize billing functions.

