

# Nebraska Municipal Clerks Newsletter

APRIL 2022

## MESSAGE FROM THE PRESIDENT

*Linda Jensen, MMC, City Clerk/Treasurer, City of Central City  
NMCA President*

I was “April fooled” at the 2022 Clerks Conference banquet by Wendy McKain of Trenton. She informed me that her role as President does not take effect until April 1, which meant that I needed to write another newsletter.

I thought I would recount some experiences of past Clerks conferences. My first Clerks conference was in March 1993. Willa Bruce was the Director from UNO at the time. I distinctly remember how I felt like a “fish out of water.” I had already been working for the City of Central City as a Deputy Clerk for some time before deciding to go to Clerks school. When I walked into the Midtown Holiday Inn in Grand Island, now the Ramada Inn, I was given a binder with a participants list, basic information and class handouts. Going paperless was not even thought of then. On Monday morning, Willa welcomed everyone and made the usual announcements. Then she asked us to divide into three groups. The groups were decided by whether you were a cruncher, folder or a wrapper. Little did we know, she was referring to the way we used toilet paper. Immediately that broke the ice in the room and sparked conversation.

**Another story** I recall was when a Clerk came to Clerks school on Monday, delivered her baby on Wednesday and returned to Clerks school on Friday with a newborn baby in her arms. Now that is dedication! I only wish I could remember who she was.



**There always** has been an election at the annual business meeting. Numerous times, there would be a real campaign taking place for the officers' positions. Candy would be given to each of the participants with a label “Vote for Me” and the candidate's name to entice your vote.

**The annual meeting** also consisted of a skit performed by the graduating class for the current year. I was a member of the graduating class in 1995. Alice Shoemaker was the Director from UNO that year. Our skit was “Alice in Clerk Schoolland.” The cast of the skit included: Karen Schram, Gretna, as the narrator; Linda Secord, Nebraska City, as the Queen of Hearts; Christine Myers, Papillion, as the White Rabbit; Vicki Spracklin, Valley, as the Caterpillar; Ann Janssen, Nickerson, as the Mad Hatter; Karen Hy-ing, York, as the March Hare; Betty McGuire, Wayne, as the Cheshire Cat; Lorraine Smith, Clarkson, as Tweedle Dee; Mary Kempf, West Point, as Tweedle Dum; the rest of the class were Cards and I was Alice.

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## MESSAGE FROM THE PRESIDENT

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## MESSAGE FROM THE PRESIDENT

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### CMC Class of 1995

*Top Row: Pam Gorr, Lyman; Beverly Felber, Coleridge; Diane Papke, Chambers; Mary Terry, Cedar Creek; Joyce Mick, Bayard.*

*2nd Row: Mary Kempf, West Point; Betty McGuire, Wayne; Linda Secord, Nebraska City; Brenda Kehler, Greeley; Christine Myers, Papillion; Sherrie Bartell, Sutton; Vickie Spracklin, Valley; Karen Hying, York.*

*Front Row: Karen Schram, Gretna; Vickie Power, Gibbon; Lorraine Smith, Clarkson; Linda Jensen, Central City; Ethel Watson, Arapahoe; Marcia Holliday, Lebanon; Ann Janssen, Nickerson.*

The skits were all in fun, but at the same time, I have gathered so much information every year at the Clerks conferences. I still learn something new at every one of them. We have great conversations during the downtimes. I think I learn as much talking with my fellow Clerks while I was out of class as I do in the class sessions.

After going to Clerks school conferences for nearly 30 years, I have found great Clerks whom I have used as mentors and gained lifetime friendships from all over the state. We may come from different-sized communities, but we all have to keep up with state statutes to do our job, keep up with the ever-changing technology and keep up with the constantly added tasks that are set before us.

The following was published on the UNO website:

According to Ellen Freeman-Wakefield, MPA, Director of Professional Programs at UNO, the topics were relevant, updated and timely for this largest conference ever.

"We were back in full force. Our roundtables offered peer-to-peer education on a variety of situations our clerks face daily. It was a great, needed experience."

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## MESSAGE FROM THE PRESIDENT

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### **Congratulations to the 2022 Master and Certified Municipal Clerks**

*From left to right: Kayla Eisenmenger, Oakland; Janine Schmidt, Morrill; Elizabeth Butler, Omaha (MASTER CERTIFICATION); Sharon Anderson, Coleridge; Kimberley Wright, Scottsbluff; Stephanie James, Wisner; Kimberly Hoelsing, Omaha; Pam Buethe, La Vista (MASTER CERTIFICATION); Raquel Felzien, Franklin.*

*Missing: Tricia Allen, Blue Hill; Christine Burbach, Scottsbluff; Angela Gilbert, North Platte; Gwenda Horky, Sargent; Lindsay Nelson, Creighton; Nick Nystrom, Eagle; Kathleen Sliva, Ashland; Renee White, North Platte; Ronda York, Creighton.*

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## MESSAGE FROM THE PRESIDENT

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### **RaNae Edwards**

RaNae Edwards was recognized for her Presidency term from 2017-2019. The Nebraska Municipal Clerks Association thanks RaNae for her 10+ years of service. An award well deserved!

To the following recipients of the 2022 Clerks of the year: Hats off to you for an Honor that is truly justified!



### **Congratulations to the 2022 Village Clerk of the Year Lanette Doane of Ansley**

*Village Board Members Scott Rehfeld, Rob Henry and Chris Hogg; Clerk/Treasurer Lanette Doane; Village Board Chairperson Cathie Jo Mills; and Coworker Todd Grant.*

*(Thank you from Lanette Doane on page 8.)*



### **Congratulations to the 2022 Second Class City Clerk of the Year Nancy Kopejtko of Atkinson**

*City Council Member Ron Krysl; Stan Kopejtko; Clerk/Treasurer Nancy Kopejtko; Mayor Paul Corkle, Council Member Gary Lech.*

**To the Nebraska Municipal Clerks Association:**  
*Thank you to the Clerks Award Committee for the plaque and corsage that I received for being named the Outstanding Clerk of the Year for 2022 for the Second Class. It was a special evening since family and council members were able to attend. Thank you to all the clerks who have expressed congratulations whether it was in person, email, text or on Facebook. So nice to be remembered and hear from the retired clerks of our association.*  
Nancy Kopejtko

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## MESSAGE FROM THE PRESIDENT

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### **Congratulation to the 2022 First Class City Clerk of the Year Elizabeth Butler of Omaha**

*Jim and Elizabeth Butler*



My heartfelt thank you to the 2019 – 2022 NMCA Board Members and Education Committee. I have been fortunate to have a great board and education committee with whom to work. I could not have been the President I was for the past three years without you! My hope is that your gift of a quilt has “colored your world.”

*Standing: Pam Buethe, La Vista; Deanna Perry, Shelby; Dana Klabenes, Neligh; Tammy Tisdall, Gretna; Lanette Doane, Ansley; Kelly Oelke, Hickman; Erin Saathoff, Beatrice; Raquel Felzien, Franklin; Janine Schmidt, Morrill; Kandra Kinne, Cambridge; RaNae Edwards, Grand Island; Elizabeth Butler, Omaha*  
*Sitting: Director Ellen Freeman-Wakefield, Linda Jensen, Central City; Wendy McKain, Trenton*  
*Missing: Denise Peterson, Ponca; Melissa Smith, Waterloo.*

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## MESSAGE FROM THE PRESIDENT

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**The 2022 Clerks school was a great success.** I am still getting thank you cards, emails and phone calls for such a fabulous conference. The classes were loaded with so much information that I am sure it was hard to grasp it all. We have Ellen and the education committee to thank for that.

*Linda Jensen, MMC  
NMCA President  
City Clerk/Treasurer  
City of Central City  
1702 31st St.  
Central City, NE 68826  
308-946-3806  
linda@cc-ne.com*

## MAY BIRTHDAYS

Raquel Felzien .....	Franklin .....	5/1
Dawn Gall .....	Howells .....	5/1
Annette Brower .....	Kimball .....	5/2
Tamela Curtis .....	Pawnee City .....	5/3
Kimberly Wright .....	Scottsbluff .....	5/3
Jessie Faber .....	Grant .....	5/4
Pamela Baruth .....	Lexington .....	5/4
Christine Sankey .....	Snyder .....	5/4
Jennifer Dean .....	Crawford .....	5/5
Charlotte Carpenter ....	Peru .....	5/5
Lori Pfeifer .....	Madison .....	5/8
Rachelle Gay .....	Yutan .....	5/8
Lisa Beaudette .....	Walthill .....	5/9
Konnie Jividen .....	Palmyra .....	5/10
Kelly Havlovic .....	Prague .....	5/10
Angie Hupp .....	Clearwater .....	5/12
Erin Saathoff .....	Beatrice .....	5/13
Stephanie Metzger .....	Bradshaw .....	5/14
Kristin Childers .....	Elgin .....	5/14
Heidi Ruzicka .....	Verdigre .....	5/14
Jessie Cash .....	Mullen .....	5/16
Kandis Koozer .....	Gretna .....	5/17



Roxanne Mroczek .....	Cedar Creek .....	5/18
Pamela Vanderveen .....	Wakefield .....	5/20
Jolyn Hare .....	Culbertson .....	5/21
Roxanne Meyer .....	Hooper .....	5/21
Jessica Nash .....	Alma .....	5/24
Jessica Tummons .....	Manley .....	5/24
Kimberly Burnwell .....	Kimball .....	5/25
Jan Buoy .....	Long Pine .....	5/25
Sandy Kostal .....	Odell .....	5/25
Donna Hoblyn-Bittner .....	Mason City .....	5/26
Melissa Gorsuch .....	Potter .....	5/26
Belinda Daly .....	Arthur .....	5/29
Peggy Eynetich .....	Kearney .....	5/31

## Notable facts about Nebraska

Notable facts about Nebraska include:

- The American Institute of Architects declared Nebraska's State Capitol to be one of the modern architectural wonders of the world.
- The U.S. Strategic Command, which manages the nation's nuclear forces in order to deter military attacks on the United States, has its headquarters at Offutt Air Force Base near Bellevue.
- Nebraska has the western hemisphere's largest area of sandhill grasslands, one of the most productive cattle-raising areas in the United States.
- Nebraska was the home or birthplace of Fred Astaire, Marlon Brando, William Jennings Bryan, Warren Buffett, Johnny Carson, Willa Cather, Dick Cavett, William "Buffalo Bill" Cody, Edward J. Flanagan, Henry Fonda, Gerald Ford, John Neihardt, George Norris, Alexander Payne, John J. Pershing, Mari Sandoz, Malcolm X and Darryl F. Zanuck.
- Many pioneer and cattle trails crossed Nebraska, with people using such landmarks

as Scotts Bluff (now a national monument) and Chimney Rock, both in western Nebraska. Chimney Rock was the landmark mentioned most frequently in journal entries by travelers on the Oregon Trail.

*Source – Nebraska Blue Book*

## Ansley Clerk/Treasurer says thanks for award

THANK YOU - Those 2 small words don't seem big enough to express how appreciative I am to receive the Clerk of the Year Award for 2022 in the Village Category. You have no idea how surprised I was – shocked actually! It is very humbling to be recognized by your peers in a group that I have so much respect for and where there are so many amazing clerks! Thank you for the kind words, the messages and notes of congratulations – believe me they are all cherished more than you know.

THANK YOU – small words with BIG meaning!

*Lanette Doane – Village of Ansley*

### Website addresses for municipal officials

#### **Government Finance Officers Association**

<https://www.gfoa.org>

#### **International City/County Management Association**

<https://icma.org>

#### **International Institute of Municipal Clerks**

<https://www.iimc.com>

#### **International Municipal Lawyers Association**

<https://imla.org>

#### **U.S. Conference of Mayors**

<https://www.usmayors.org>

#### **U.S. Environmental Protection Agency**

<https://www.epa.gov>

#### **Nebraska Emergency Management Agency**

<https://nema.nebraska.gov>

#### **Nebraska Department of Environment and Energy**

<http://www.deq.state.ne.us>



## **NEBRASKA MUNICIPAL CLERKS ASSOCIATION – GENERAL MEMBERSHIP MEETING MINUTES**

**CORNHUSKER MARRIOTT HOTEL, LINCOLN, NEBRASKA – FEBRUARY 28, 2022**

The Nebraska Municipal Clerks Association General Membership meeting was held at the Cornhusker Marriott Hotel in Lincoln, Neb. on Feb. 28, 2022. President Linda Jensen of Central City called the meeting to order at 4:15 p.m.

**ATTENDING:** President Linda Jensen of Central City, 2<sup>nd</sup> Vice President Elizabeth Butler of Omaha, Secretary/Treasurer Erin Saathoff of Beatrice, District 1 Director Janine Schmidt of Morrill, District 3 Director Raquel Felzien of Franklin, and Ellen Freeman-Wakefield of UNO. There were thirty-three (33) members present, a list is attached.

**ABSENT:** 1<sup>st</sup> Vice President Wendy McKain of Trenton, Past President RaNae Edwards of Grand Island, District 2 Director Kandra Kinne of Cambridge, District 4 Director Denise Petersen of Ponca, and District 5 Director Tammy Tisdall of Gretna.

**APPROVAL OF TREASURER’S REPORT and CONSIDERATION OF CLAIMS:** Secretary/Treasurer Erin Saathoff of Beatrice reported as of Jan. 31, 2022, the account balance is \$60,861.94 and CD balance is \$50,000. 2<sup>nd</sup> Vice President Elizabeth Butler of Omaha noted that while the balance is substantial, when NMCA submitted a bid to the International Institute of Municipal Clerks (IIMC) for Omaha to be considered for the location of the 2026 IIMC Annual Conference, a \$30,000 deposit is required.

### **REPORT OF THE STANDING COMMITTEES**

**AWARDS – CLERK OF THE YEAR – BETTY McGUIRE, WAYNE:** Betty McGuire of Wayne was not present, therefore no update was given.

**CERTIFICATION/MEMBERSHIP – TAMMY TISDALL, GRETNA:** District 5 Director Tammy Tisdall of Gretna was not present, therefore no update was given.

**EDUCATION – TAMMY TISDALL, GRETNA:** District 5 Director Tammy Tisdall of Gretna was not present. Ellen Freeman-Wakefield of UNO reported there are two hundred fifteen (215) clerks registered for the 2022 NMCA Institute and Academy, with several first-time clerks to be in attendance. Freeman-Wakefield plans to push out the final agenda next week. Freeman-Wakefield noted there will be no hard copies of program information, instead all registrants will receive an electronic link to download supporting documents to the sessions.

**LEGISLATIVE COMMITTEE – LeAnn BROWN, OSHKOSH:** No update was provided.

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## **REPORTS OF SPECIAL COMMITTEES**

**CELEBRATION OF CLERKS – RaNae EDWARDS, GRAND ISLAND:** Past President RaNae Edwards of Grand Island was not present. President Linda Jensen of Central City stated the Celebration of Clerks event will be held during the Annual Meeting Thursday, March 17, 2022 from 8 - 9 a.m. The flag ceremony will also be held at this time.

**CLERK'S HISTORY – CATHIE WALKER, PHILLIPS:** Cathie Walker of Phillips was not present. President Linda Jensen of Central City reported that she and Walker have been working on a history book for all clerks and their cities/villages. President Jensen urged all in attendance to provide any information they may have of their city/village to be included in the history book.

**CLERKS NEWSLETTER – LINDA JENSEN, CENTRAL CITY:** President Linda Jensen of Central City stated it has been an honor serving as President for the past three (3) years, due to these unprecedented times. President Jensen will be submitting her last newsletter in March and hoped that all members have enjoyed the newsletters.

**HONORARY MEMBERSHIP – Lea Ann DOAK, McCOOK:** Lea Ann Doak of McCook will bring the list of honorary members to the NMCA Institute and Academy in March. President Linda Jensen of Central City asked all clerks who have obtained their CMC or MMC within the past three (3) years to notify her, to ensure she has not missed anyone.

**NOMINATING COMMITTEE – RaNae EDWARDS, GRAND ISLAND:** Past President RaNae Edwards of Grand Island was not present. President Linda Jensen of Central City, reported that the ballot has been filled for all positions. If anyone wishes to be considered for a position, they need to submit an application to the Nominating Committee.

**SCHOLARSHIP FUND – WENDY MCKAIN, TRENTON:** 1<sup>st</sup> Vice President Wendy McKain of Trenton was not present. Ellen Freeman-Wakefield of UNO stated it helped tremendously to move the deadline for scholarships up to December, to allow the committee time to review the applications.

**THURSDAY NIGHT BANQUET – HEARTLAND CLERKS ASSOCIATION – LINDA JENSEN, CENTRAL CITY:** President Linda Jensen of Central City reported that this year's theme will be "Color Your World." President Jensen urged everyone to dress as colorful as you can. The meal will be served in buffet style due to lack of hotel staff. President Jensen stated the 2020 Clerks of the Year will be recognized prior to the 2022 Clerks of the Year, and there will be no speaker due to time restraints. Social will begin at 6 p.m., with the banquet beginning at 6:30 p.m.

**VENDOR SPONSORSHIP COMMITTEE – DISTRICT 1 DIRECTOR RAQUEL FELZIEN, FRANKLIN and SECRETARY/TREASURER ERIN SAATHOFF, BEATRICE:** Secretary/Treasurer Erin Saathoff of Beatrice stated this year instead of the “punch card” game with the vendors, it will be set up as a scavenger hunt, wherein those participating will have to find the item and then have the vendor initial the block. Participants may also choose to take a photo of the item instead if they wish. Once all items have been found, the card is to be submitted to the Registration Desk to be entered into a drawing for two (2) gift cards. Names will be drawn during the Thursday Night Banquet and the winners must be present to win.

**WEDNESDAY HOSPITALITY EVENT – ERIN SAATHOFF - BEATRICE, KANDRA KINNE - CAMBRIDGE, RAQUEL FELZIEN – FRANKLIN, JANINE SCHMIDT – MORRILL:** President Linda Jensen of Central City stated the Wednesday Hospitality Event will be a Hawaiian theme and urged everyone to dress in their best Hawaiian outfit for a chance to win. The event will be Wednesday, March 16, from 5:30 - 7 p.m. and there will be leis for all attending.

**COMMUNICATIONS:** There were no communications.

**UNFINISHED BUSINESS:** There was no unfinished business.

**NEW BUSINESS:** There was no new business.

**GENERAL DISCUSSION:** A member inquired if there was going to be a purse raffle as in year’s past. Ellen Freeman-Wakefield of UNO stated there will not be, as the contact Tammy Tisdall of Gretna had previously, is no longer available. President Linda Jensen of Central City noted if any of the Area Association’s would like to hold a raffle for the Scholarship Fund, they are more than welcome to do so.

**ADJOURNMENT:** The next meeting will be held during the NMCA Institute and Academy in March. There being no further business, the meeting was adjourned at 4:36 p.m.

Respectfully submitted:

Erin Saathoff, CMC  
NMCA Secretary/Treasurer



**NEBRASKA MUNICIPAL CLERKS ASSOCIATION - EXECUTIVE BOARD MEETING  
MINUTES  
CORNHUSKER MARRIOTT HOTEL, LINCOLN, NEBRASKA – FEBRUARY 28, 2022**

The Nebraska Municipal Clerks Association Executive Board met at the Cornhusker Marriott Hotel in Lincoln, Nebraska on Feb. 28, 2022. President Linda Jensen of Central City called the meeting to order at 4:45 p.m.

**ATTENDING:** President Linda Jensen of Central City, 2<sup>nd</sup> Vice President Elizabeth Butler of Omaha, Secretary/Treasurer Erin Saathoff of Beatrice, District 1 Director Janine Schmidt of Morrill, District 3 Director Raquel Felzien of Franklin, and Ellen Freeman-Wakefield of UNO.

**ABSENT:** 1<sup>st</sup> Vice President Wendy McKain of Trenton, Past President RaNae Edwards of Grand Island, District 2 Director Kandra Kinne of Cambridge, District 4 Director Denise Petersen of Ponca, and District 5 Director Tammy Tisdall of Gretna.

**CONSIDERATION OF APPROVAL OF THE MINUTES FROM THE OCTOBER 6, 2021 EXECUTIVE BOARD MEETING HELD VIA ZOOM:** Moved by Janine Schmidt of Morrill, seconded by Raquel Felzien of Franklin, to approve the minutes of the Oct. 6, 2021 Executive Board meeting.

**VOTE:** Ayes – All; Nays – None. MOTION CARRIED.

**APPROVAL OF TREASURER’S REPORT and CONSIDERATION OF CLAIMS:** Secretary/Treasurer Erin Saathoff of Beatrice reported to the Board as of January 31, 2022, the account balance is \$60,861.94 and CD balance is \$50,000.

Secretary/Treasurer Saathoff presented a claim in the amount of \$197.72, for table decorations, photo booth props, backdrop, and leis, for the Wednesday Night Hospitality night event.

President Linda Jensen of Central City presented the following claims:

- Board Member gifts for eleven (11) Board Members over the past three (3) years in the amount of \$50 per Board Member, for a total of \$550.
- Grand Island Police Department Color Guard during the Thursday Night Banquet in the amount of \$100.
- Gift for NMCA Institute & Academy Director Ellen Freeman-Wakefield in the amount of \$198.79.
- Expenses for the “Color Your World” Thursday Night Banquet, for candy, colored pencils, LED Centerpieces, in the amount of \$342.36.

Moved by Raquel Felzien of Franklin, seconded by Janine Schmidt of Morrill, that the Treasurer’s Report and submitted claims be approved.

**VOTE:** Ayes – All; Nays – None. MOTION CARRIED.

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**COMMUNICATIONS:** There were no communications.

**BUSINESS:**

**UPDATE AND DISCUSSION ON THE SCHOLARSHIP PROGRAM:** 1<sup>st</sup> Vice President Wendy McKain of Trenton was not present, therefore there was no update provided. Ellen Freeman-Wakefield of UNO noted it is likely that UNO will have to increase the cost of the Institute and Academy and therefore the scholarship amounts will likely need to be adjusted. 2<sup>nd</sup> Vice President Elizabeth Butler of Omaha asked for clarification on the scholarship fund being \$150 short per email from McKain. Freeman-Wakefield stated there should no longer be an issue, as she had a clerk who had been awarded a scholarship cancel her registration. There is \$7,500 budgeted in the scholarship fund.

**DISCUSSION AND CONSIDERATION OF PURCHASING NMCA LAPEL PINS:**

President Linda Jensen of Central City reported that she will be asking for clerks to submit a design for NMCA lapel pins on the General Session meeting during the NMCA Institute and Academy. A total of \$1,000 has been budgeted.

**UPDATE AND DISCUSSION ON THE WEDNESDAY NIGHT HOSPITALITY EVENT AT THE**

**CLERKS CONFERENCE:** President Linda Jensen of Central City stated \$450.00 (Ameritas - \$250; FES - \$100; Miller & Associates - \$100) has been received from vendors for the Wednesday Night Hospitality event as a contribution for the cost of food. President Jensen she will be making the suggestion that the 2<sup>nd</sup> Vice President be responsible for the Wednesday Night Hospitality event in the future, as there is no longer a silent auction held during the Institute & Academy. District 1 Director Janine Schmidt of Morrill volunteered to purchase a gift basket for the winner of best Hawaiian attire during the event.

**2022 CLERKS INSTITUTE AND ACADEMY BUDGET – ELLEN FREEMAN-WAKEFIELD,**

**UNO:** Ellen Freeman-Wakefield of UNO, reported the NMCA Institute and Academy Budget is estimated to be \$85,000. Freeman-Wakefield increased the stipends for the speakers from \$300 to \$500. Most professional speakers make an estimated \$1,500 per two (2) hour session. Freeman-Wakefield also noted the cost for UNO services will decrease, as Christian Janousek will not be attending this year's event. Freeman-Wakefield noted the cost of food has increased as well due to covid and hotel staff shortage, therefore there will be no breakfast served, however, orange juice, coffee, and water will be available. Some snacks will be provided and all meals provided will be served buffet style. The rooms will be set up theatre style for all sessions, with the exception of the large session with all attendees.

**NMCA DUES UPDATE AND DISCUSSION:** President Linda Jensen of Central City presented the results of the dues survey she recently conducted. Ellen Freeman-Wakefield of UNO suggested if NMCA wishes to increase dues, with the technology avail-

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able, UNO would be willing to offer additional quarterly trainings for members. The Executive Board discussed increasing dues to the following:

First Class Cities - \$150

Second Class Cities - \$100

Villages - \$50

Additional Members From the Same Municipality - \$50

Secretary/Treasurer Erin Saathoff of Beatrice suggested sending an annual invoice to all cities/villages instead of depending upon clerks to access the membership dues form from the Newsletter. There are many duplicate payments submitted due to this and that may help eliminate that issue. District 3 Director Raquel Felzien of Franklin suggested invoices could be sent out electronically as well. The dues increase will be placed on the Annual Meeting during the NMCA Institute and Academy.

**NMCA LOGO:** Secretary/Treasurer Erin Saathoff of Beatrice stated she would like to open up to all clerks to submit a new logo for NMCA for consideration. Secretary/Treasurer Saathoff will send an email to the clerk serv and President Linda Jensen of Central City will include in this month's newsletter. Members will vote on the options during the Annual Meeting in March.

**2023 CLERKS CONFERENCE – ELLEN FREEMAN-WAKEFIELD, UNO:** Ellen Freeman-Wakefield of UNO suggested not taking RFPs for the 2023 NMCA Institute and Academy and instead offer to the redeveloped Holiday Inn in Kearney, Nebraska in March 2023 only, since NMCA had to cancel the 2020 Conference with very little notice due to Covid-19. Freeman-Wakefield stated UNO would open up for bids for 2024 and 2025. All in attendance agreed.

**GENERAL DISCUSSION:**

**SCHEDULE FOR THE REGISTRATION, INFORMATION, AND RAFFLE TABLES AT THE CLERKS CONFERENCE:** All Officers and Directors were asked to assist during the NMCA Institute and Academy.

**IIMC ANNUAL CONFERENCE IN LITTLE ROCK, AR, MAY 22-25, 2022.**

President Linda Jensen of Central City, reported that the next IIMC Annual Conference will be held in Little Rock, Ark., May 22-25, 2022.

**ADJOURNMENT:** The next meeting will be held during the NMCA Institute and Academy in March. There being no further business, the meeting was adjourned at 5:33 p.m.

Respectfully submitted:

Erin Saathoff, CMC  
NMCA Secretary/Treasurer



# **Municipal Legal Calendar**

## **(All statute citations to Revised Statutes of Nebraska)**

**MAY 2022**

### **CITIES OF THE FIRST CLASS**

Within 10 days following  
meeting or before next meeting  
(whichever is sooner) ..... Clerk to have minutes available for public inspection. (84-1413)  
Within 15 days of Passage..... Clerk publishes ordinances passed. (16-405)  
Within 30 days following  
Council meeting ..... Clerk publishes official proceedings of meeting, including claims.  
(19-1102)  
First Day ..... Automatic renewal of beer and liquor licenses (except Class C).  
(53-124, 53-135)  
Within 20 days after end of month .. Treasurer files monthly financial report. (16-318)  
\* \* ..... Clerk must prepare agenda prior to next Council meeting. (84-1411)

### **CITIES OF THE SECOND CLASS**

Within 10 days following  
meeting or before next meeting  
(whichever is sooner) ..... Clerk to have minutes available for public inspection. (84-1413)  
Within 15 days of Passage ..... Clerk publishes or posts ordinances passed. (17-613)  
Within 30 days following  
Council meeting ..... Clerk publishes official proceedings of meeting, including claims.  
(19-1102)  
First Day ..... Automatic renewal of beer and liquor licenses (except Class C).  
(53-124, 53-135)  
Within 20 days after end of month.... Treasurer files monthly financial report. (17-606)  
\* \* ..... Clerk must prepare agenda prior to next Council meeting. (84-1411)

### **VILLAGES**

Within 10 days following  
meeting or before next meeting  
(whichever is sooner) ..... Clerk to have minutes available for public inspection. (84-1413)  
Within 15 days of Passage ..... Clerk publishes or posts ordinances passed. (17-613)  
Within 30 days following  
Board meeting..... Clerk publishes official proceedings of meeting, including claims  
(19-1102)  
First Day ..... Automatic renewal of beer and liquor licenses (except Class C).  
(53-124, 53-135)  
Within 20 days after end of month.... Treasurer files monthly financial report. (17-606)  
\* \* ..... Clerk must prepare agenda prior to next Board meeting. (84-1411)