



From the Presidents Desk

March is here and with it comes... March Madness! Not those pesky bracket-busting basketball teams that shock us each year. The Nebraska Municipal Clerk's March Madness – the intense excitement and enthusiasm for higher learning and networking that I know and have looked forward to for almost 25 years now. Looking back, I remember wondering if I should attend my very first what was simply called "Clerk's School." I started in September 2000 as the Deputy Clerk and remember receiving the notice that this education opportunity was coming up. Having lived in Ravenna all my life and loved the community I live in, but not knowing anything about City government besides what I had heard as a reporter for the local newspaper attending some of the City Council meetings, I wondered if this would benefit myself or my community. Signing up to attend that very first Clerk's School was the best decision I have made in my career as a City Clerk. The educational experiences along with the networking events organized by Ellen Freeman-Wakefield from UNO and the Education Committee are second to none.

Now those that know me know that I am not shy, however not knowing anyone and sitting in a classroom all day for a week was a scary thought to me. I went ahead and signed up and had no regrets! They come up with the best topics to help us run our cities and villages smoother and more efficiently, they also throw in a few that help our personal growth. The classes are both educational and uplifting. Also, one of the best things I have gotten from attending is meeting so many awesome clerks from across Nebraska. Finding out that everyone has a "Susie Browne" that calls daily to complain about something or tell the public works guys how to best do their job; or "Mr. Joe Dirt" that thinks it is somehow our fault that HE did not pay his utility bill on time. Being able to network with these clerks and find out how others handle certain situations is an incredible benefit. Along with finding lifetime friends. So now what are you waiting for? Registration only goes until 3:00 pm on March 7, 2025 for the Nebraska Municipal Clerk Institute and Academy.

"March is the month of expectation, the things we do not know." – Emily Dickinson

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2025
 NMCA Clerk
 Institute &
 Academy
 March 15-21
 at
 Sioux City
 Convention
 Center
 & Marriott River-
 front

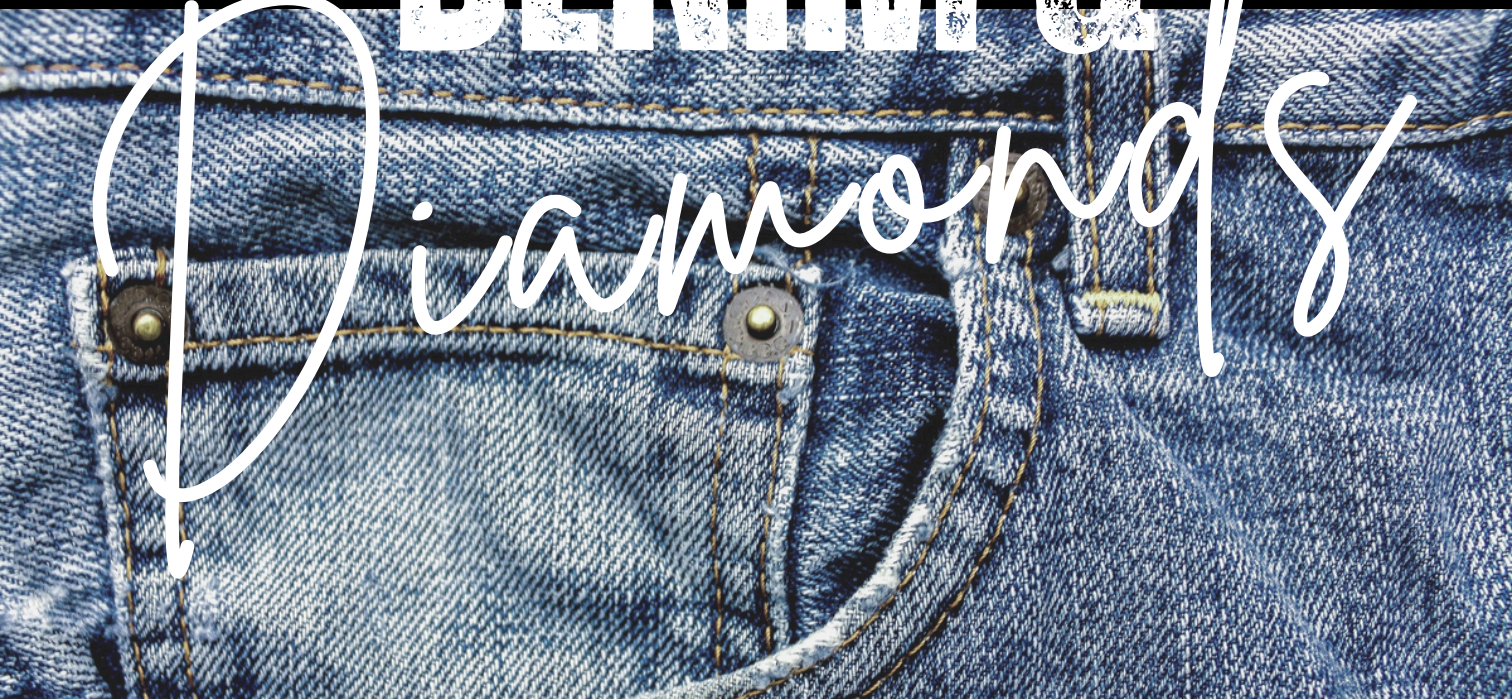
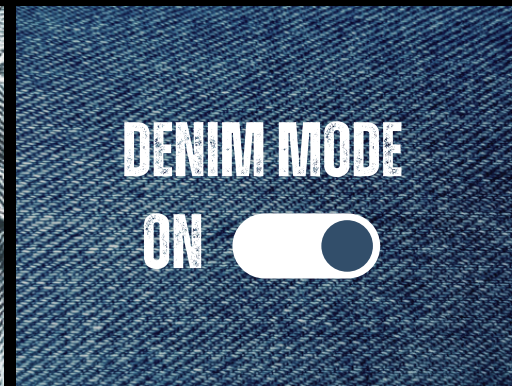
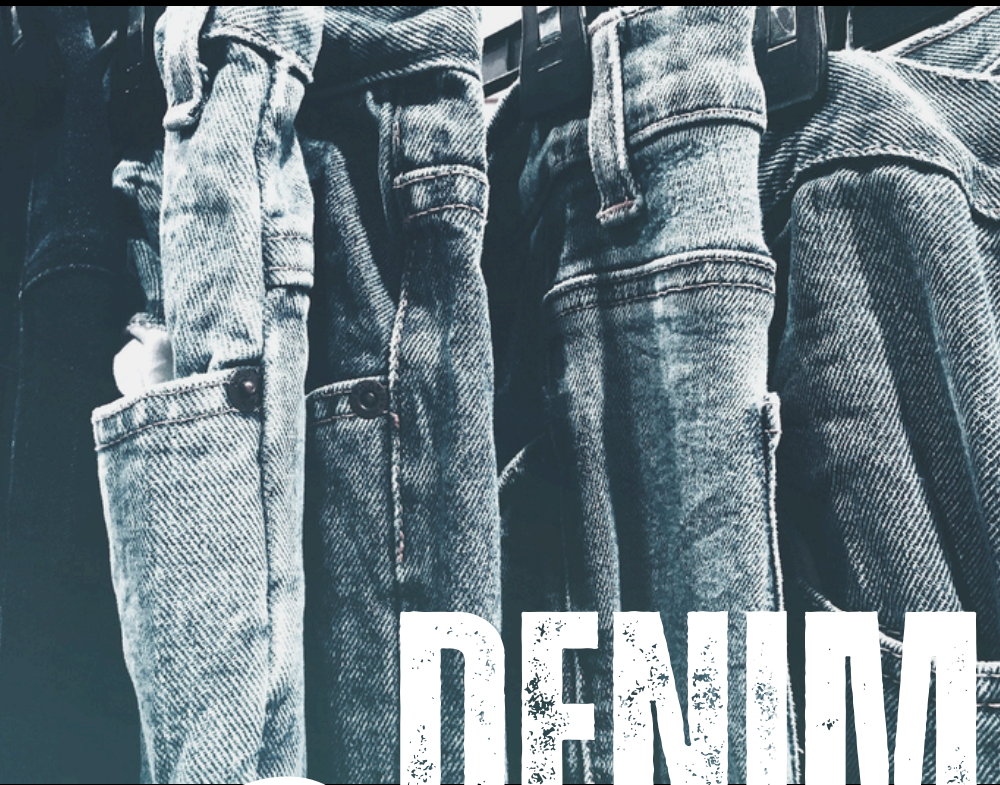
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**Congratulations**  
Patricia Anderson  
from La Vista &  
Nicole Brown  
from Papillion  
 I am pleased to  
 announce that Nicole  
 and Patricia have  
 earned the  
 prestigious Certified  
 Municipal Clerk  
 (CMC) from  
 International  
 Institute of  
 Municipal Clerks  
 (IIMC)







**VENDOR HOSPITALITY EVENT**  
**WEDNESDAY, MARCH 19TH**  
**5:30-7:00 PM**







JOIN US FOR A

# Garden Gala

THURSDAY, MARCH 20, 2025

6:30 pm social • 7:00 pm banquet



HOSTED BY:  
HEARTLAND CLERKS  
ASSOCIATION

THIS WEEK'S EVENTS

2025 NMCA  
INSTITUTE & ACADEMY



MON  
17



HAPPY ST. PATTY'S DAY!

NETWORKING LUNCH - 12:15 pm

EVENING ON YOUR OWN



TUES  
18



LUNCH ON YOUR OWN

EVENING TO EXPLORE

Enjoy all South Sioux has to offer

WED  
19

ACADEMY ARRIVES - 11:00 am

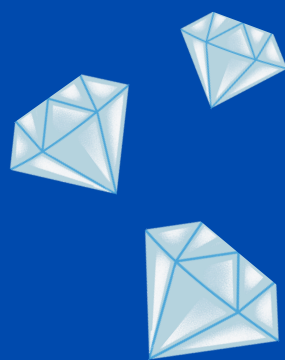
NETWORKING LUNCH - 12:15 pm

ANNUAL BUSINESS MEETING  
1:15 pm

WED  
19

DENIM & *Diamonds*

VENDOR HOSPITALITY EVENING EVENT  
5:30 - 7 pm



THURS  
20

LUNCH ON YOUR OWN

*Garden Gala*

EVENING EVENT

6:30 pm - Social ; 7 pm - Banquet



SCAN ME



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# Municipal Legal Calendar

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

## APRIL 2025

### 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. (19-1102)
- **End of each quarter** - Report from depository banks. (16-714)
- **Semiannually** - Mayor and Council publish a statement of receipts and expenditures (16-722)
- **Within 20 days** after end of month Treasurer files monthly financial report. (16-318)
- **April 30** - Liquor licenses (other than Class C) expire unless renewed. (53-124)
- \* \* Clerk must prepare agenda prior to next Council meeting. (84-1411)
- **On or before May 1** - Annual report to governing bodies regarding redevelopment projects (TIF) (18-2117.02)

### 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. (19-1102)
- **Within 20 days** after end of month Treasurer files monthly financial report. (17-606)
- **April 30** - Liquor licenses (other than Class C) expire unless renewed. (53-124)
- \* \* Clerk must prepare agenda prior to next Council meeting. (84-1411)
- **On or before May 1** - Annual report to governing bodies regarding redevelopment projects (TIF) (18-2117.02)

### VILLAGES

- **Within 10 working 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)
- **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)
- **On or before May 1** - Annual report to governing bodies regarding redevelopment projects (TIF) (18-2117.02)



# Municipal Legal Calendar

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

## MAY 2025

### 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)



# Municipal Legal Calendar

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

## JUNE 2025

### CITIES OF THE FIRST CLASS

- **Within 10 working 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)
- **As determined by the Mayor and Council** - Board of Equalization meets. (16-707)
- **Within 30 days** following Council meeting Clerk publishes official proceedings of meetings, including claims. (19-1102)
- **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 working 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. (19-1102)
- **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 working 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 trustees' meeting Clerk publishes official proceedings of meeting, including claims. (19-1102)
- **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)