

Nebraska Municipal Clerks Newsletter

January
2011

MESSAGE FROM THE PRESIDENT

Vanee Holtmeier, CMC, Acting NMCA President

Hope everyone one had a very Merry Christmas and a Happy 2011.

With the start of a new year, come new changes. With regrets, NMCA President, Diane Fries, resigned from the president's position at the end of December because she no longer works for the City of Franklin. She will be sincerely missed by all of us. On behalf of the NMCA Officers and Board of Directors, we wish Diane the best in her future endeavors.

In looking at the NMCA Bylaws, the Vice-President shall fill in for the remainder of the term. So here we are. I have been working on completing my duties as Vice-President and trying to figure out what I need to do yet as President to get ready for the Nebraska Clerk's Institute and Academy on March 14-18, 2011 in Kearney.

Have you registered yet? If not, you still can register on-line at clerkinstitute.unomaha.edu or call 402-554-2133. Thankfully, the other NMCA officer's and Melanie from UNO have been helping me get on track. Hopefully, I will get everything done that needs to be done. If you notice something that needs to be done, please don't hesitate to let me know.

The NMCA Committees are all getting things in order to make this year's Clerk Institute and Academy a fun time with new and old clerk friends. Erin Baker of Osceola is the Chair for the Monday Night Hospitality. Her group is working on making a fun night for all of the 1st, 2nd, 3rd and 4th year clerks to attend and get to know each other. I hope everyone attends because this is where the

clerk bonding begins for many years to come. **The Wednesday Night Hospitality Chair** is Sharon Holtzen of Bruning. This will also be a fun time that includes the academy clerks. So please plan to attend to get to know some of us more "experienced" clerks.

Barb Whitley of Geneva is the Chair for the Celebration of Clerks on Wednesday afternoon before the NMCA business meeting. Barb is also the Chair for the Nominating Committee. Please contact Barb if you are interested, or know of anyone who is interested, in being nominated. NMCA Board of Directors in District III, District IV and District V will be up for nominations this year.

Third year clerks, have you been thinking of ideas for your skit after the business meeting?

Barb Rabe of Wisner is the Chair for Honorary Membership. To be nominated for an Honorary Membership in the Nebraska Municipal Clerk's Association, you have to have been an active or associate member of the Nebraska Municipal Clerk's Association and a member at the time of your termination to be eligible for an Honorary Membership. These nominations will be submitted at the NMCA Annual Meeting on Thursday afternoon at the Clerk's Institute and Academy. If you would like to nominate someone for an Honorary Membership, please send his or her name and current



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MESSAGE FROM THE PRESIDENT

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address to Barb Rabe in Wisner by March 10, 2011.

Mary Kempf of West Point is the Chair of the Silent Auction Committee. Let's make our silent auction a huge success with a Hole-In-One. Start thinking of something you can donate to the silent auction. Proceeds go to the NMCA Scholarship Fund to help next year's fellow clerks with their institute and academy registrations.

Kellie Crowell of Ravenna and Bonnie Doremus of Shelton are Co-Chairs of the Thursday Night Banquet. The

banquet theme is "A Night on the Green. Putt on your Golfing Attire and join us for an Exciting Around." This will also be Saint Patrick's Day too. So wearing of the green also should play in with your dress attire. The banquet will be at 7 p.m. Plan to attend. This is always a fun time. I look forward to seeing everyone in Kearney in March.

*Vanee Holtmeier, CMC, Acting NMCA President
P.O. Box 145, McCool Junction, NE 68401
402-724-2525
mccoolclerk@galaxycable.net*

SILENT AUCTION ITEMS NEEDED

To All Clerks and Area Clerk Associations:

Just a reminder to please donate an item or items to the silent auction at the Institute and Academy, March 14-18, 2011, at the Holiday Inn Convention Center in Kearney, Nebraska. Items will be accepted starting Wednesday morning, March 16, at 10 a.m.

Again this year there will be prizes to win. For each item that you donate, you will receive a

ticket to win a prize with the winners being drawn at the banquet (must be present to win). New this year – the final bidding will be up to banquet time (no bidding after the banquet). Then immediately after the banquet, the committee will tabulate the successful bidders. Hopefully, this will result in clerks knowing if they have received any items earlier in the evening.

It will also be very much appreciated if all items could be picked

up that evening.

All funds raised from the silent auction go to the scholarship fund to assist clerks with the tuition for the Institute & Academy. If you have any questions, please contact me 402-372-2466 or westpoint@cableone.net.

See you in Kearney.

*Mary Kempf, Chairman
Silent Auction Committee*

A TRIP THROUGH NEBRASKA FROM A POSTMASTER'S POINT OF VIEW

This past summer, I traveled throughout the colorful state of Nebraska, in search of a *Blue Hill*, a *Red Cloud*, or a *Silver Creek*, but what I stumbled across was *Clay Center, Brownville, Greenwood,* and *Rose-land.*

I began my trip by traveling *Inland*, and then headed south to *North Loup*, then north to

South Sioux City. I got turned around in *Loup City*, headed the wrong direction out of *South Bend*, and back on track at *North Bend*. It was then I discovered that *West Point* is in the east, *Central City* was off Center, *Malcom* isn't in the middle, and

the *Brady* bunch lived east of *North Platte**.

There were towns along the way that really rocked. *Guide Rock, Rockville, Table Rock,* and

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LEAGUE OF NEBRASKA MUNICIPALITIES
1335 L STREET
LINCOLN, NE 68508
402-476-2829



www.lonm.com

A TRIP THROUGH NEBRASKA FROM A POSTMASTER'S POINT OF VIEW

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Keystone: but, to my *Surprise*, there was no rock at *Plymouth*.

The weather cooperated for the most part, but after a heavy rain, the flood *Gates* opened and flooded the *Valley* with *Clear-water*. I was then stuck in *White Clay* for a day. *McCool Junction* was like . . . *Burr*.

The trip wasn't without *Hazard* though. I had to *Dodge* a *Beaver Crossing* the *Wood River* (probably on his way to *Beaver City*). Had the *Dickens* scared out of me by an *Archer* with a *Broken Bow*, chased up an old *Oak* tree by a *Bassett* hound, suffered an allergic reaction to *Angora* wool, kicked by a *Holstein*, fell from a *Butte*, stung by a *Bee*, had to wade through *Broadwater*, pooped on by an *Eagle*, pricked by a *Rose*, stepped on by an *An-

gus*, attacked by a *Gibbon*, experienced the *Pierce* of an *Elkhorn*. Took a bad tumble in *Falls City*, but was back on my feet at *Rising City*. Had to fight my way out of *Battle Creek*, nearly met my *Waterloo* when I was mobbed at *Lynch*, and almost drowned in *Weeping Water*.

Although I didn't have the time to visit every *Nebraska City*, I was still able to *Foster* an *Alliance* with many a new *Friend*. *The people in *Laurel* and *Hardy* really made me laugh, but those in *Crab Orchard* were a bit grumpy. Folks in *Homer* were a big hit. At times I was treated like a *Champion* and shown the *Royal* treatment. Received a nice greeting in *Valentine*, but the town I was most attracted to had to be *Magnet*. **I always had plenty of food** and drink along the way. Everything

from *Concord* grapes to *Bartlett* pears, black *Angus* steaks to *Hershey* bars. Never had to *Cook* and never had to open a can of *Worms*.

The Nebraska nights were awesome. *Auburn* sunsets and *Sterling* moons. From the *Flats* in the east, where the *Aurora* borealis unfolds into *Plainview*, to the *Western* hills where you can see the *Sparks* coming out of Chimney Rock.

The entire Nebraska adventure was like a *Page* out of history. After passing through *Colon*, I realized my trip had just come to . . . the end!

*Submitted by Debra Schaefer
Administrator Assistant/
Clerk-Treasurer
City of Seward NE*

NOMINATIONS SOUGHT FOR HONORARY MEMBERSHIP TO NEBRASKA MUNICIPAL CLERKS ASSOCIATION

We are, once again, seeking nominations for Honorary Membership in the Nebraska Municipal Clerks' Association. Section 3 of the NMCA Constitution and Bylaws reads as follows: *"Any member who has been an active or associate member of the Nebraska Municipal Clerks' Association, and is a member of the Nebraska Municipal Clerks' Association at the time of his/her termination, shall be*

eligible for Honorary Membership. Recommendations for Honorary Membership shall be submitted by a Clerk or Deputy Clerk who is a current member of the Nebraska Municipal Clerks' Association and shall be submitted to any member of the Executive Committee for presentation at the next Annual Meeting. Approval of such Honorary Membership shall be by majority of those voting members present at such Annual Meeting."

The Honorary Members are presented a certificate of Honorary Membership following Clerks' School. If you would like to nominate someone for Honorary Membership, please send his or her name, and current address. Please send this to me by March 10, 2010. Thank you for your assistance.

*Submitted by Barbara S. Rabe, Chair,
Honorary Membership Committee, PO
Box 367, Wisner, NE 68791*

NOTICE – NOMINATIONS FOR NMCA POSITIONS

NMCA elections will take place at the General Membership Meeting at the Clerks Institute and Academy on March 17, 2011. Nominations are being accepted for the following positions:

District 3 Director
District 4 Director
District 5 Director
Secretary/Treasurer
2nd Vice President
1st Vice President
President

The current officers have submitted applications

to serve at 2nd Vice President, 1st Vice President, and President. We need applications / nominations for anyone who is willing to serve as Secretary/ Treasurer and the Directors.

On the next page is the 2011 Biography form for whomever would like to run for an office. Also attached is the District Map in case you are unaware of the district you are in.

Barbara J. Whitley, MMC
City Clerk-Treasurer
City of Geneva
402-759-3109
bwhitley@cityofgeneva.org

'THE FOUR AGREEMENTS' – SPIRITUAL WARRIOR'S JOURNEY

A friend was recently visiting with me about "The Four Agreements," which is a book by don Miguel Ruiz about a "Spiritual Warrior's Journey" that I thought was profound. I thought I would share it with all of you.

Deb Debra Schaefer
*Administrator Assistant/
Clerk-Treasurer*
City of Seward NE
402-643-2928

1. Be Impeccable with your Word.

Speak with integrity. Say only what you mean. Avoid using the Word to speak against yourself or to gossip about others. Use the power of your Word in the direction of truth and love.

2. Don't Take Anything Personally.

Nothing others do is because of you. What others say and do is a projection of their own reality, their own dream. When you are immune to the opinions and actions of others, you won't be the victim of needless suffering.

3. Don't Make Assumptions.

Find the courage to ask questions and to express what you really want. Communicate with others as clearly as you can to avoid misunderstandings, sadness and drama. With just this one agreement, you can completely transform your life.

4. Always Do Your Best.

Your best is going to change from moment to moment; it will be different when you are healthy as opposed to sick. Under any circumstance, simply do your best, and you will avoid self-judgment, self abuse and regret.



**NEBRASKA MUNICIPAL CLERKS' ASSOCIATION
A SECTION OF THE
LEAGUE OF NEBRASKA MUNICIPALITIES**
2011 Nominee Biography

Office Nominated for: _____

Name: _____

Municipality: _____

Present Position: _____

How Long at Position: _____

Former Positions: _____

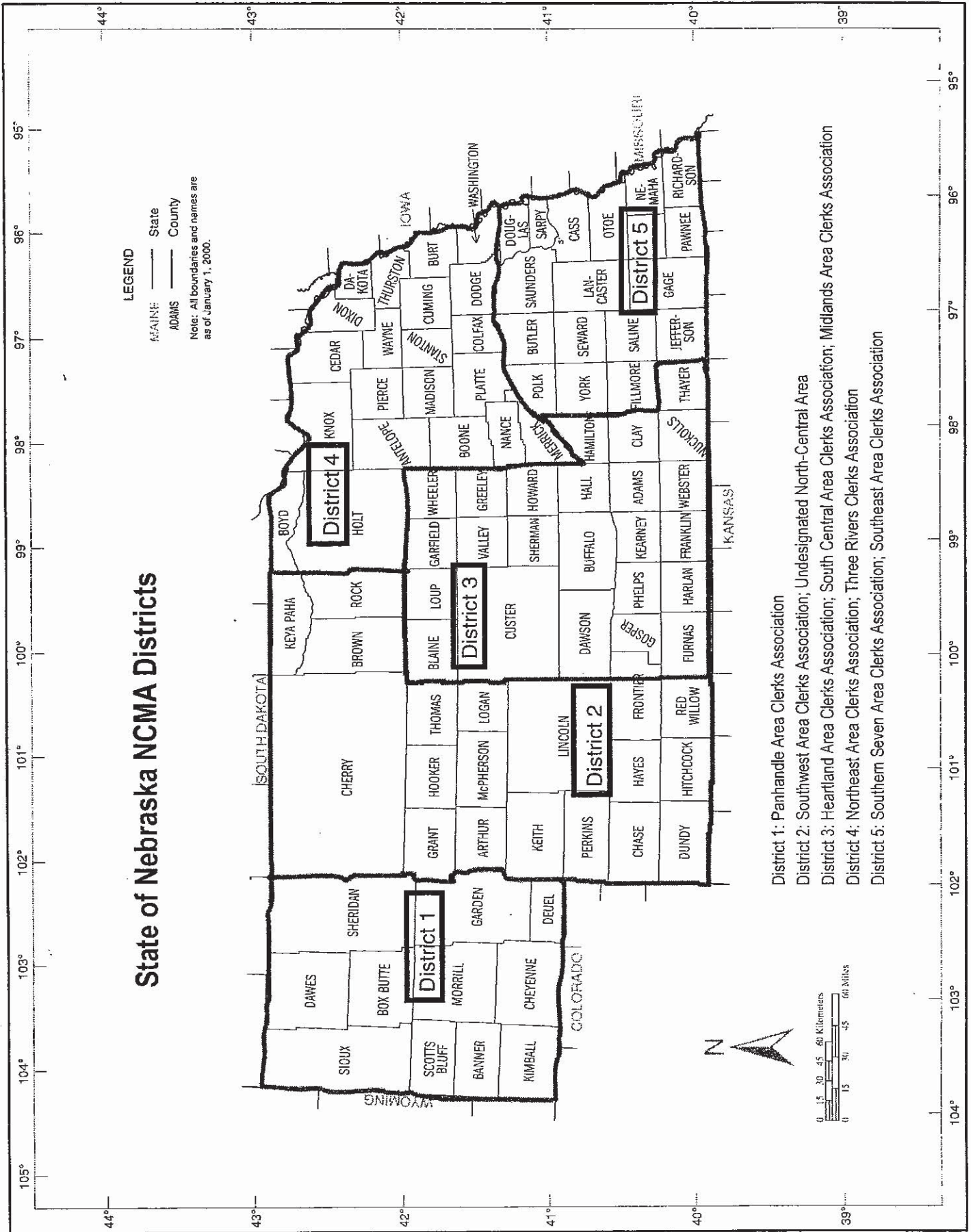
Certified? Yes No Academy Member? Yes No

Other Offices Held: _____

Committees Worked on: _____

Other Information: _____

Please Return to:
Barbara Whitley
PO Box 409
Geneva, NE 68361
bwhitley@cityofgeneva.org



How to register for newsletter e-mail list

Here is how you sign up to have your name placed on the newsletter e-mail list. Through this list, you will be notified of when the latest Nebraska Municipal Clerks Newsletter is available to view online.

- 1. Go to the League's website** at <http://lonm.org>. Click on the Sections and Committees tab that appears on the right hand side of the main page. On the Sections and Committees page, immediately under the heading "Sections and Committees," there is a paragraph, which begins with the words "Attention Municipal Clerks."
- 2. Click on the underlined phrase "Sign-Up,"** which will link you to a Newsletters Alert Sign-Up Form. Fill out the requested information and create a username and password of your choosing. Click on the box with the words "Sign-Up" in it. Your name and e-mail address is automatically added to the list. When a new newsletter is available, a notice will be sent to you.
- 3. Later, if you want to remove your name and e-mail address** from this list or change your e-mail address, you follow the above directions, but click on the "Sign-In" link. There you can login with your existing information and make the necessary changes.
- 4. To access the list of newsletters,** you can go to the Sections and Committees page and click on the underlined phrase "click here" in the paragraph above the list of NMCA officers. The list of Clerks Newsletters will be at the bottom of the page filed by date and title.

MARCH BIRTHDAYS

Donna Stevens	Eagle	3/3
Kim Buchan	Gordon	3/3
Rita Robinson.....	Cedar Rapids	3/5
Jami Maendele.....	Minden	3/5
Pam Buethe	La Vista	3/6
Dolores Costanzo.....	Ralston	3/17
Connie Jo Beck.....	St. Paul.....	3/21
Dawn Quinn.....	Oxford	3/22
Evelyn Skelton.....	Wauneta	3/22
Kelly Peden	Cozad.....	3/23
Patsy Cook	Springview	3/24
Jan Diehl.....	Superior.....	3/24
Ethel Watson	Holbrook.....	3/25
Chris Christensen.....	Gretna.....	3/26
Jennifer Carr.....	Oakdale	3/26
Jo Leyland.....	Imperial.....	3/27



Barbara Wilhelm.....	Unadilla	3/27
Linda Cech.....	Clarkson	3/28
Marla Knecht.....	Wood River	3/31

* List reflects the names of those who have paid dues thus far.

Municipal Legal Calendar

(All statute citations to Revised Statutes of Nebraska)

FEBRUARY 2011

CITIES OF THE FIRST CLASS

- Within 15 days of Passage.....Clerk publishes ordinances passed. (16-405)
- Within 10 days from meeting or before next meeting (whichever is sooner)Clerk to have minutes available for public inspection. (84-1413)
- On or before second Monday.....Annual Library Board report due. (51-213)
- Within 30 days from Council meetingClerk publishes official proceedings of meeting. (19-1102)
- End of month.....Clerk files monthly report. (16-317)
- Within 20 days after end of month.....Treasurer files monthly financial report. (16-318)
- On or before March 1One and six year plans are due at the Nebraska Department of Roads, Board of Public Roads, Classification and Standards, March 1, 2011. Legal notice is required 10 days before the hearing. (39-2115 through 39-2117)
- * *Clerk must prepare agenda prior to next Board meeting. (84-1411)

CITIES OF THE SECOND CLASS

- Within 15 days of Passage.....Clerk publishes ordinances passed. (17-613)
- Within 10 days from meeting or before next meeting (whichever is sooner).....Clerk to have minutes available for public inspection. (84-1413)
- On or before second Monday.....Annual Library Board report due. (51-213)
- Within 30 days from Council meeting.....Clerk publishes official proceedings of meeting. (19-1102)
- Within 20 days after end of month.....Treasurer files monthly financial report. (17-606)
- On or before March 1One and six year plans are due at the Nebraska Department of Roads, Board of Public Roads, Classification and Standards, March 1, 2011 Legal notice is required 10 days before the hearing. (39-2115 through 39-2117)
- * *Clerk must prepare agenda prior to next Council meeting. (84-1411)

VILLAGES

- Within 15 days of Passage.....Clerk publishes ordinances passed. (17-613)
- Within 10 days from meeting or before next meeting (whichever is sooner)Clerk to have minutes available for public inspection. (84-1413)
- On or before second Monday.....Annual Library Board report due. (51-213)
- Within 30 days from Trustees' meetingClerk publishes official proceedings of meeting. (19-1102)
- Within 20 days after end of month.....Treasurer files monthly financial report. (17-606)
- On or before March 1One and six year plans are due at the Nebraska Department of Roads, Board of Public Roads, Classification and Standards, March 1, 2011. Legal notice is required 10 days before the hearing. (39-2115 through 39-2117)
- * *Clerk must prepare agenda prior to next Board meeting. (84-1411)