

**NEBRASKA ASSOCIATION OF CLERKS,
REGISTER OF DEEDS & ELECTION COMMISSIONERS
ORIENTATION DAY
JANUARY 10, 2019**

NACO Meeting Room 1335 H Street, Lincoln, NE 68508

\$15.00 Registration Fee – Payable Day of Orientation to the Association

8:30 A.M.	Welcome	Cathy Pavel
8:40 A.M. – 9:00 A.M.	Introduction of NACO Staff	Jon Cannon
9:00 A.M. – 10:00 A.M.	Open Meeting Law & Executive Session	Beth Ferrell & Elaine Menzel
10:00 A.M. – 10:15 A.M.	Break	
10:15 A.M. – 11:15 A.M.	Register of Deeds Job Responsibilities	Sarah Freidel
11:15 A.M. – 11:45 A.M.	Secretary of State	Wayne Bena
11:45 A.M. – 12:00 P.M.	Morning Q & A	
12:00 P.M. – 1:00 P.M.	Lunch	
1:00 P.M. – 2:00 P.M.	Clerks Duties	Amy Nelson & Sherry Schweitzer
2:00 P.M. – 2:45 P.M.	Overview of Budgets & Audits	Deann Haeffner
2:45 P.M. – 3:00 P.M.	Break	
3:00 P.M. – 3:30 P.M.	New Marriage License	Sean Loving
3:30 P.M. – 4:00 P.M.	Q & A / Open Discussion	

Adjournment

President	Cathy Pavel, Holt Co.	Vice President	Joyce Oakley, Nemaha Co.
Secretary	Debbie Girard, Polk Co.	Treasurer	Sindy Coburn, Sheridan Co.
	Past President		Rita Long, Perkins Co.

Future June Workshops for NACREC

June 12-14, 2019 – Holiday Inn, Kearney-rooms-\$99.95

June 10-12, 2020 - Quality Inn & Suites, Grand Island

June 9-11, 2021 – Holthus Convention Center at the York I-80 Interchange