

Adopted March 19, 1987
Revised September 27, 2001
Revised September 15, 2005
Revised September 21, 2006
Revised March 20, 2008
Revised September 17, 2009
Revised September 18, 2014
Revised September 15, 2022

**BYLAWS
OF
CENTRAL NEBRASKA DISTRICT COUNTY OFFICIALS
ASSOCIATION**

ARTICLE I

NAME

The Association shall be known as the Central Nebraska County Officials Association (Central District) and as such, is a district of the Nebraska Association of Nebraska Officials (NACO).

ARTICLE II

OBJECTIVE

The object of this Association shall be to promote the best interest of the counties in the Central District. The objective of this Association shall be to:

1. Provide an opportunity for the county officials to exchange ideas of the administration of their respective offices.
2. Offer ways and means to better serve the public.
3. Encourage the passage of uniform laws pertaining to the administration and duties of county officials.
4. Exemplify the ideals of public service and as an influence in business and civic life.
5. Cultivate friendships among its members and work toward creating better public understanding of its respective offices; and
6. Participate in formulating and helping to advance the official policies of the Nebraska Association of County Officials.

ARTICLE III
MEMBERS AND MEMBERSHIP

The membership of this Association shall consist of all elected and appointed County Officials of the following 23 counties, namely: Adams, Buffalo, Clay, Custer, Dawson, Franklin, Garfield, Greeley, Hall, Hamilton, Harlan, Howard, Kearney, Loup, Merrick, Nuckolls, Phelps, Polk, Sherman, Valley, Webster, Wheeler and York.

Section 1 - Regular Meetings: The Association shall meet twice a year on the third Thursday of March and September of each year. Notice of the time and location of any meeting will be given to NACO and all County Clerks in the Central District. County Clerks of each member county will be required to notify all elected and/or appointed officials in their county of all district meetings.

Section 2 – Location of Meetings: Host counties run alphabetically and reserve a place of the Host County’s choosing. The Executive Board will assist the Host County with guidance on the duties that pertain to the success of their meeting date. Included, but not limited to, speakers for the agenda and selection of breakfast and noon meals. This also gives each Host County an opportunity to ‘showcase’ their individual County.

Section 3 – Annual Meeting: The Audit of the Treasurer’s records will take place at each Fall Meeting in September. The Audit Report will be completed and verbally be given to the assembly by one of the auditing individuals or a member of the Executive Board.

Section 4 – Special Meetings: A special meeting of the Association may be called by the Executive Board. The time and location of any special meetings shall be determined by said Board.

Section 5 – Quorum: A quorum of 13, or more, of the Central District Counties must be present in order to conduct any business.

Section 6 – Virtual Meetings: Meetings may be conducted by videoconferencing, telephone conferencing or other electronic communication.

Section 7 – Meeting Cancellation: The President of the Association, with the concurrence of a majority of the Executive Board, may cancel any regular meeting. The President, or a member of the Executive Board, shall give immediate notice of cancellation of a regular meeting to all County Clerks.

ARTICLE IV **OFFICERS**

Section 1 – Officers: The Officers of this Association shall consist of a President, Vice-President, Secretary / Treasurer and the current Past President. These positions are for a two (2) year term at the March annual meeting. These positions are elected, by one vote per county of the counties present at said meeting, with the exception to the Past President, and will begin January 1st of the following year.

Section 2 – District Representative: A District Representative representing the Central District on the Board of Directors of the Nebraska Association of County Officials (NACO) also has a term for two (2) years beginning January 1st, 2021, and will be filled at the Fall annual meeting. The District Director shall not exceed three (3) consecutive terms of office and shall be a county board member. The District Director shall be elected by one (1) vote per county.

Section 3 – Executive Board: The Executive Board shall consist of the President, Vice-President, Secretary/Treasurer and the Past President. They shall plan the agenda for the District meetings with the assistance of the various Presidents of the Affiliate Groups and the Host County.

DUTIES OF OFFICERS

1. The President shall preside at all meetings, and shall call any special meeting that he/she may deem necessary with the consent of the Executive Board.
2. The Vice President shall preside at the meetings in the absence of the President. They will serve as the Sargent of Arms at the meetings. The Vice President will attempt to attend at least one of the other four (4) district meetings, as a guest, to observe their procedures. This Association will reimburse the mileage costs, at the current rate, for said visitations.
3. The Secretary/Treasurer shall keep a record of all the meetings of the Association. They shall handle all monies of the Association, paying

out of the same, at the order of the President. The checking account of the Association may have two (2) signatures, on any checks, when feasible, that are written for payment of bills. Namely the current President and the Secretary/Treasurer.

Section 4 – Vacancy:

- A. In the event of a vacancy in an Executive Office of the Association, the position shall be filled by an appointment made by the remaining members of the Executive Board based upon the recommendation by the Nominating Committee.
- B. If a vacancy occurs during the term of the District Representative, the Executive Board shall make a recommendation to the NACO Board of Directors. The NACO Board of Directors shall fill the vacancy by appointment.

ARTICLE V
COMMITTEES

The District President, along with the majority of the Executive Board, shall appoint the following committees, when needed, to assist in the conduct of business of the Central District.

Section 1 – Nominating Committee: The Nominating Committee, shall consist of three (3) current Presidents / Chairmen, of Affiliates of the Central District Association, whose duties will consist of the nominating of officers of the Central District for the upcoming terms of office or vacancies. The Nominating Committee shall contact each nominee for their consent to allow their name to be announced to the assembly. Only one vote per county is allowed.

Section 2 – Audit Committee: The Audit Committee shall consist of three attending Elected Officials and NOT be from the County the current sitting Secretary/Treasurer is from.

ARTICLE VI
REVISIONS TO THE BYLAWS

The Bylaws of this Association can only be revised at a regular meeting of said Association, by two-thirds vote of the counties present, 1 vote/county. A notice of the revisions must be mailed to each County Clerk in said District thirty (30) days prior to the meeting when the revision will be voted upon.

ARTICLE VII
REGISTRATION FEES

Registration fees shall be determined by the Executive Board. Only the Executive Board attending meetings shall have their registration fee waived. Registrations made less than ten (10) days prior to the meeting will be charged a \$10.00 late fee. Cancellation refunds will be given only if submitted ten (10) days prior to the meeting date.

ARTICLE VIII
BOOKS AND RECORDS

Books and Records of the District Association shall be delivered to the succeeding officer prior to the January 1 of the new term. If the transfer is made during a regular time for a meal, this Association will pay for the meals of the two (2) individuals that have arranged for the transfer of said materials in person.

ARTICLE IX
MEETING PROCEDURES

Robert's Rules of Order shall generally govern the conducting of all meetings.

(DRAFT of Proposed Bylaw changes.....Rewritten June & July & August 2022.
By Royce Gonzales and Patricia E Sandberg as current Executive Board Members.)