

Friendly Fifth Friday News

February 5, 2016

In an attempt to help our lodge leaders become more familiar with resources, changes, deadlines and other information, I will compile a weekly "Friendly Fifth Friday News" email to our leadership. Some of the information you might already have, but hopefully it will be a good reminder for all of us (me included) of all the great resources that Sons of Norway has to offer. **Please feel free to cut and paste any of this information for your lodge's use!**

Darlene Arneson, District 5 Secretary

The most asked items the past two weeks- so I'll repeat these!

2015 Lodge Achievement Form Activities

These are the events which lodges may list on their achievement form for 2015.

1. Completed and submitted D17, D63, and Form 990.
2. Provided cookies, funds or volunteers to Barnebirkie.
3. Provided funds, treats or volunteers to Wisconsin Regional Ski for Light.
4. Sponsored a child to Masse Moro Heritage Camp.
5. Attended a zone meeting, picnic or event.
6. Members participated in the Cultural Arts Competition, sporting events (like District 5 Bowling Tournament) or workshops.
7. Had a lodge member earn a Cultural Skills Medal.
8. Had a lodge member earn a Sports Medal.
9. Participated in a local or District 5 event celebrating Scandinavian or Scandinavian heritage; for example reading a saga, reviewing a book by a Scandinavian author, or going to a play by a Scandinavian playwright.
10. Established and/or maintained a lodge Web-site.

Hilsen,

Owen Christianson

District Five President

Lodge Achievement and Family Lodge of the Year forms should be completed and sent to your ZONE DIRECTOR. I'd suggest making a copy for your lodge records.

District 5 Lodge Assignments 2014-16

Updated: May 10, 2015

Zone 1	
David Hermundson	
Loven 29 Trygvason 220 Nordlandet 620 Viking 625 Ulseth 670	Norrøna 27 Valkyrien 53 Dovre 353 Sjoland 635
Zone 2	
Ron Iverson	Owen Christianson
Wergeland 28 Jotunheimen 286 Solvang 457 Fossen 534 Fagernes 616	Rib Fjell 496 Elvedal 556 Norskeland 580 Myrmarken 609 Vennligfolk 627
Zone 3	
Duane Kittleson	Cheryl Wille-Schlesser
Nordland 544 Vakkertland 570 Norsemen of the Lakes 650	Mandt 314 Vennelag 513 Idun 74 Ostestaden 642
Zone 4	
Diane Hesseltvan Dinter	Joy Bashara
Fosselyngen 82 Norse Valley 491 Nordlyset 183 Hafrsfjord 206	H R Holand 549 Vennskap 622 Gronnvik 632
Zone 5	
Christina Fairchild	Kathy Secora
Valhall 168 Polar Star 472 Cleng Peerson 525	Leif Erikson 97 Skjold 100 Trollhaugen 417 Elvesund 593
Zone 6	
Andrew Johnsen	Esther Charlton
Nordkap 378 Samhold 473 Sonja Henie 490 Sognefjord 523 Christian Radich 568 Scandiana 600 Askeladden 610	Circle City 614 Tre Elver 628 Knut Rockne 634 Edvard Grieg 657 Arcic Circle 662 Vikings of the Smokies 677 Music City Vikings 681

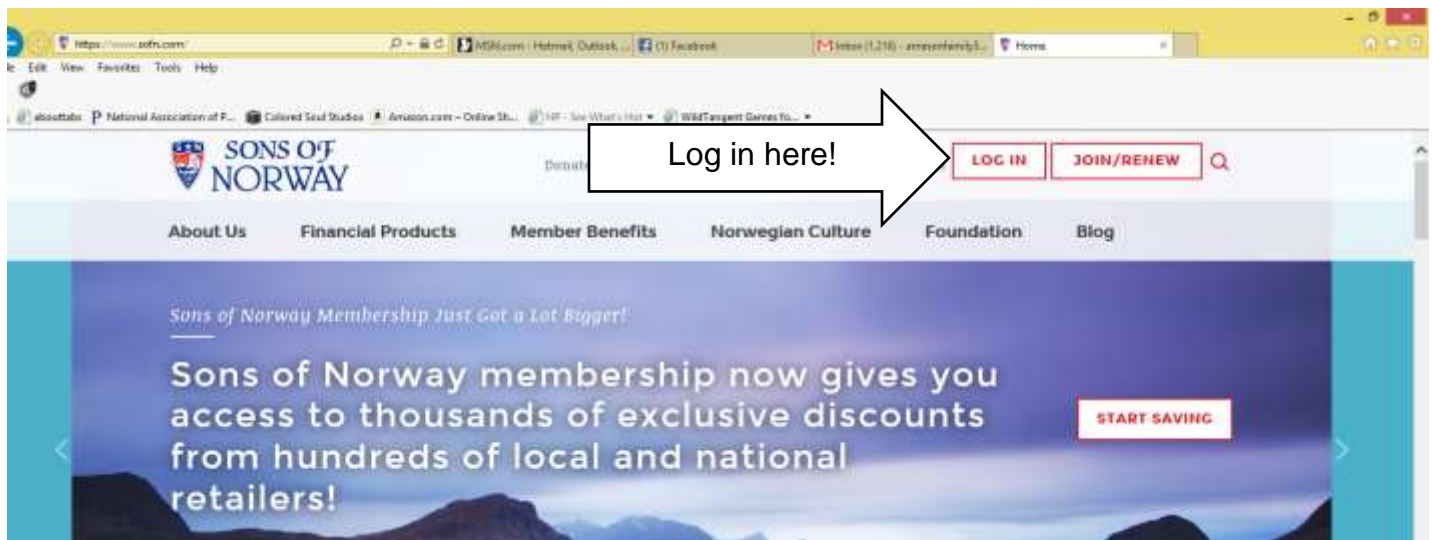
Where do I find?

The true hidden gem on the International Website is the Members Only section. It contains so much information that is important for our members, lodge leaders, and others involved with our organization.

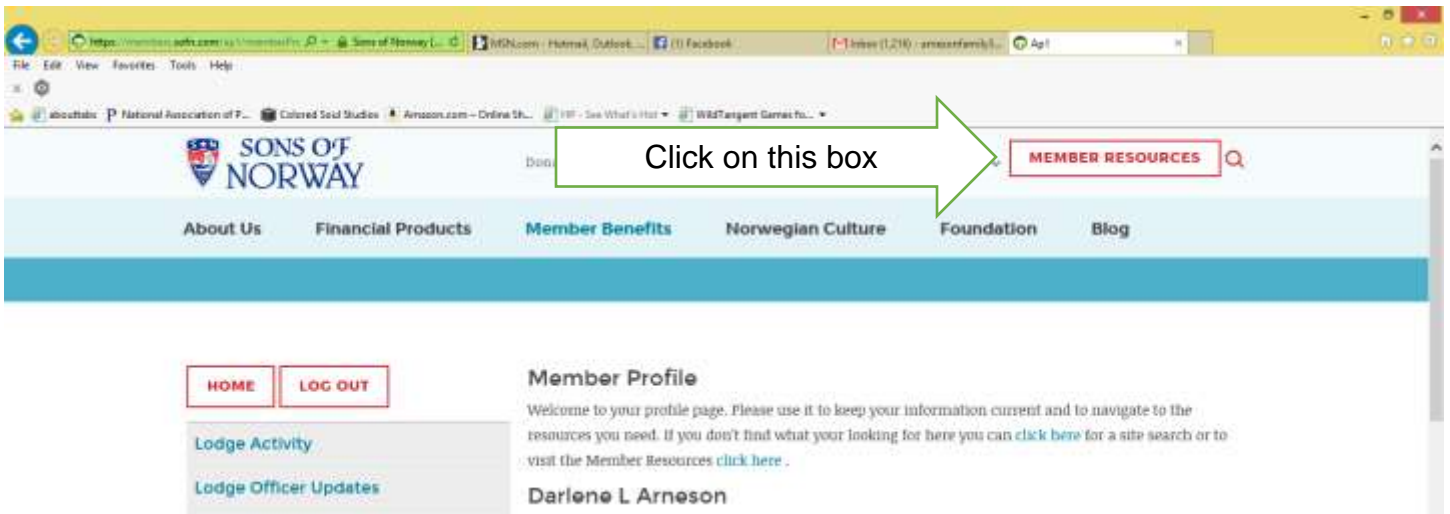
At this time of year, it is also the source of many of the required report forms, officer resources and guidelines, and other documents that will help with your lodge transition.

I have done a series of screen shots to walk you through the new International website so you can find them!

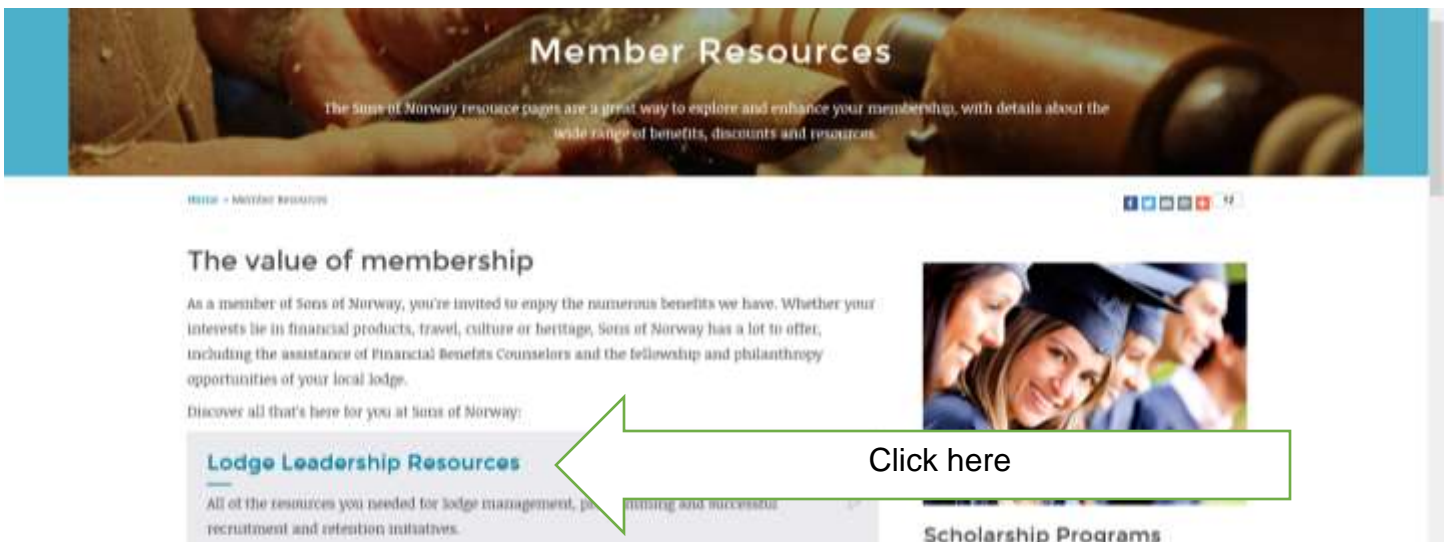
The first step though is logging in. If you haven't done that before, you need to begin there!



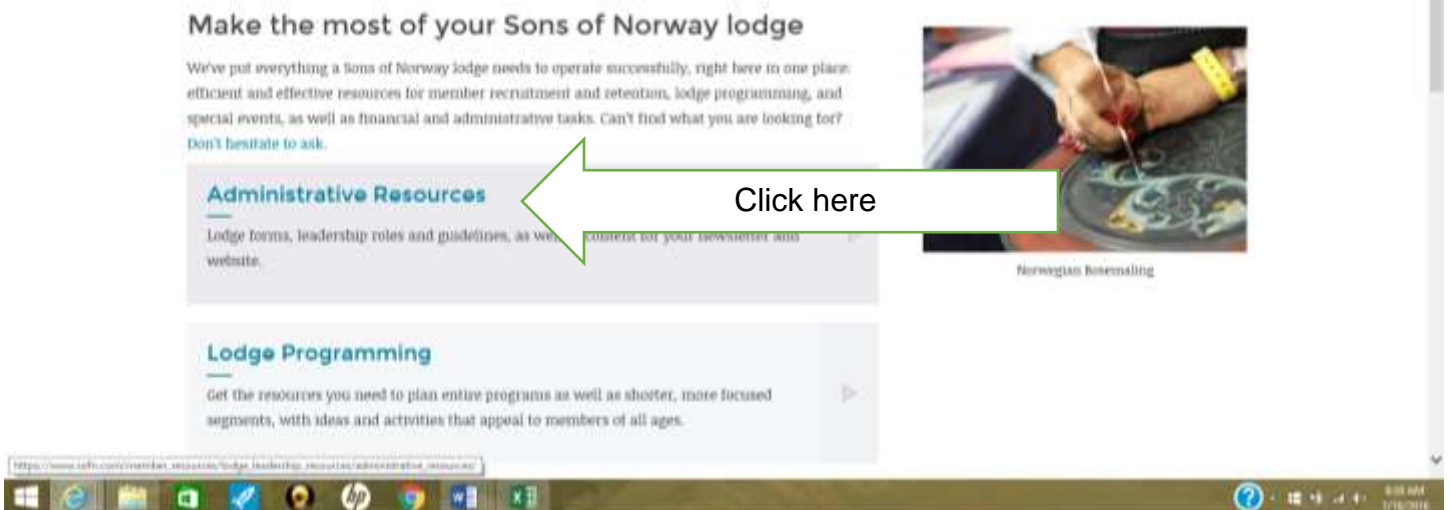
Verify your membership information and then click on Member Resources box



Once in that section, click on Lodge Leadership Resources



Click on Administrative Resources



Lodge forms has the required reports, supply catalog, cultural and sports form....This is also where you'll find issues of Viking Resource – a REALLY valuable tool!

Member Resources > Lodge Leadership Resources > Administrative Resources

MEMBER RESOURCES

Lodge Leadership Resources

- Administrative Resources
 - Lodge Forms
 - Leadership Roles & Guidelines
 - Lodge Newsletter & Website Resources
 - Viking Resource
 - Tuition
- Lodge Programming
- Recruitment & Retention Archive
- Volunteering
- Governance
- 2015 Recruitment Challenge

Events & Community

Cultural Programming

Foundation

Financial Products

Member Discussion

We'll help you succeed

Promoting and training new officers? Need to

Lots of resources here under Lodge forms, Viking Resource, and other tabs

Lodge Forms

Downloadable and editable lodge forms for cultural programs, financials, administrative and membership information.

[VIEW LODGE FORMS](#)

Leadership Roles and Guidelines

Downloadable pdfs for the leadership roles and responsibilities within your Sons of Norway lodge.

[VIEW PDFS](#)

Lodge Newsletters & Website Resources

Make the most of your lodge newsletter and website with content, translation, and other resources.

The administrative Resources section is full of many items that are important. I encourage lodge's to review these resources, print off copies of some, share with your members in your newsletters/meetings/bulletin boards, and for District Board Members to share during zone meetings, lodge visits and emails to your assigned lodges.

Member Resources > Lodge Leadership Resources > Administrative Resources > Lodge Forms

MEMBER RESOURCES

Lodge Leadership Resources

- Administrative Resources
 - Lodge Forms
 - Leadership Roles & Guidelines
 - Lodge Newsletter & Website Resources
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Events & Community

Cultural Programming

Foundation

Financial Products

Cultural Forms

- Sons of Norway Genealogy Guide
- CD Order Form - Form 3026
- Cultural Skills Unit Order Form - Form 3022
- Cultural Skills Brochure
- Slide Programs - Form 3034
- Sparebøsse (Spare Change) Coin Bank Labels - Form 3010
- Sports Medals Order Summary - Form 805

Financial Forms

- Dues Update - Form 231
- Financial Statement - D-17 (Online form)
- Financial Statement - D-17 (Static PDF form)
- Lodge/District Deposit Fund - Form 18
- Lodge/District Fund Withdrawal Request - Form 19
- Treasurer's Record of Bills - Form 124

Lodge Forms

- Brochure Request Form - Form Lodge 8
- Change of Address - Form 20

Barnebirkie

The 2016 Barnebirkie children's ski race will be held on Friday, February 19, 2015 in Hayward, Wisconsin. Volunteers and cookie donations will be needed to help make the 2016 Barnebirkie a success. The Fifth District requests that all cookies that are donated to the Barnebirkie have no nuts. This is because we do not want to cause the any child that has food allergies to become sick or die due to cookies with nuts. Monetary contributions are also welcomed to help support this wonderful children's event. The volunteer sign-up sheet for the 2016 Barnebirkie can be found on the District Five website. All volunteers must also register on the American Birkiebeiner Ski Foundation website at this link:

<http://americanbirkebeinerskifoundation.volunteerlocal.com/volunteer/?id=10075>

The password you need to register can be obtained by contacting Andrew Johnsen. See his contact information below.

Volunteers are needed in the following areas:

- Cookie Tent
- Registration
- Ski Expo SofN Information Booth
- Fifth District Reception

On Thursday February 18, 2016 at 6 p.m.:

- Steakhouse and Lodge
- 15860 T Bone Lane
- Hayward, WI 54843

This is right off highway #27.

Dinner will be on your own and I will hand out badges and make final volunteer assignments.

If you have any questions please contact Andy Johnsen at: ajohnsen@att.net or call at: [219-374-7696](tel:219-374-7696)

Delegate Election Information!!

January 26, 2016

Dear District 5 Lodge Presidents and Secretaries:

The District 5 Lodge Meeting will be held June 22-26 at Hotel Marshfield in Marshfield, WI. Hotel Marshfield: 2700 S. Central Avenue, Marshfield, WI 54449. Phone: [715.387.2700](tel:715.387.2700) or Toll Free: [855.583.2700](tel:855.583.2700). Room rates: Ask for Sons of Norway room block. \$109 for two beds (sleeps four) or king (sleeps 2), \$119 for studio suites and \$129 for two room suites. Delegate fee: \$65 and include Friday lunch and Saturday lunch, four coffee breaks, and registration materials.

The Sons of Norway District 5 By-Laws, Article 111, Paragraph 2 states: *Every local lodge in the District shall be entitled to two representatives for the lodge, and one representative for every 100 members or major fraction thereof, based on the last Semi-Annual Report prior to the election of delegates. All members in good standing are eligible representatives.*

Delegates should be elected using the formula above based on December 31, 2015 membership figures. You should also elect a corresponding number of alternates, on a priority basis, that will serve

should any of your delegates be unable to attend. These elections must take place in the months of January and February 2016. Each lodge secretary is receiving a Report of Election included with this letter, which is to be completed and returned to the District Secretary immediately following the election. (Sons of Norway Constitution reads: "The Secretary of the Local Lodge shall prepare a report of election giving names and addresses of the duly elected Delegates and Alternates. This report shall be signed by the Local Lodge President and Local Lodge Secretary and forwarded to the District Secretary no later than five days after the election.") Please be sure the names are written plainly and spelled correctly! I am asking that you include their membership number, address, city, state, zip, phone and email address on the form and return it to me postmarked no later than March 5, 2016. Please send it to me at: Darlene Arneson, 2056 Skaalen Rd, Stoughton, WI 53589 or email a scanned copy to arnesonfamily5@gmail.com

Your lodge may wish to propose resolutions to be considered at the District or International Conventions. These resolutions, along with any proposed changes to the District 5 By-Laws or International Constitution, must be submitted to the District Secretary no later than April 1, 2016. If your lodge is interested in hosting the 2018 District Lodge Meeting, you are asked to send a written notice of your intention to the District Secretary prior to April 1, 2016. Should your lodge wish to present a bid, we ask that you make arrangements for a "walk through" of the facilities by a District 5 Board Member. This should be done prior to the June convention in order to identify proposal merits as well as needed additions or changes.

For this convention, we will again try to utilize email and the website as much as we can to post documents and keep everyone updated. BUT A HARD COPY OF ALL CONVENTION RELATED DOCUMENTS, FORMS AND OTHER NEEDS WILL BE MAILED TO THE LODGE PRESIDENT. IF A DELEGATE OR OTHER MEMBER DOESN'T HAVE EMAIL OR CAN'T OPEN ATTACHMENTS, THEY WILL NEED TO CONTACT THEIR PRESIDENT FOR A COPY. We hope that this will help eliminate some of the problems that arose during the 2014 convention process.

Once I get the Delegate Election Forms back, then I give the lists to the Convention Committee and they will send out information to the delegates about registration and other convention news. I also give a list to President Christianson who will appoint convention committees. Members who serve on committees will be notified and given the specifics of their tasks.

Please contact me if you have any questions or need assistance. You should be electing the number of people listed in the highlighted column that is titled "2016 Total Del. and Alt." For example, Mandt Lodge has a number 4 in that column so we need to elect 4 delegates and 4 alternates.

Thank you for your prompt attention to this convention call! My home email is arnesonfamily5@gmail.com and cell number is 608-514-4951 if you need to contact me!

LODGE	LODGE NAME	2014	2015*	Auto	Each 100 and major fraction	2016 Total Del. And Alt.
027	Norrøna	57	55	2	1	3
029	Løven	151	140	2	1	3
053	Valkyrien	68	73	2	1	3
220	Trygvason	43	41	2	0	2
353	Dovre	78	78	2	1	3
620	Nordlandet	52	41	2	0	2
625	Viking	50	45	2	0	2
635	Sjøland	43	40	2	0	2
670	Ulseth	30	27	2	0	2
Total Zone 1		572	540	18	4	22
Zone 2						
028	Wergeland	391	383	2	4	6
286	Jotunheimen	18	18	2	0	2
457	Solvang	96	110	2	1	3
496	Rib Fjell	47	45	2	0	2
534	Fossen	39	39	2	0	2
556	Elvedal	60	48	2	0	2
580	Norskeland	52	49	2	0	2
609	Myrmarken	33	33	2	0	2
616	Fagernes	57	52	2	1	3
627	Vennligfolk	46	56	2	1	3
Total Zone 2		839	833	20	7	27
Zone 3						
074	Idun	138	135	2	1	3
314	Mandt	179	189	2	2	4
513	Vennelag	116	122	2	1	3
544	Nordland	73	63	2	1	3
570	Vakkertland	41	41	2	0	2
642	Ostestaden	61	52	2	1	3
650	Norsemen Of Lakes	50	51	2	1	3
888	Gjemtedal Central Disbnd	10	0	0	0	0
Total Zone 3		668	653	14	7	21
Zone 4						
082	Fosselyngen	287	275	2	3	5
183	Nordlyset	96	97	2	1	3
206	Hafrsfjord	57	51	2	1	3
491	Norse Valley	87	79	2	1	3

549	H R Holand	83	84	2	1	3
622	Vennskap	56	57	2	1	3
624	F M Christiansen Disbnd	6	0			0
632	Grønnvik	71	68	2	1	3
Total Zone 4		743	711	14	9	23
097	Leif Erikson	98	94	2	1	3
100	Skjold	153	148	2	1	3
168	Valhall	92	86	2	1	3
417	Trollhaugen	20	20	2	0	2
472	Polar Star	65	66	2	1	3
525	Cleng Peerson	97	96	2	1	3
593	Elvesund	40	39	2	0	2
Total Zone 5		565	549	14	5	19
378	Nordkap	117	114	2	1	3
473	Samhold	47	46	2	0	2
490	Sonja Henie	19	25	2	0	2
523	Sognefjord	102	96	2	1	3
568	Christian Radich	43	45	2	0	2
600	Scandiana	69	69	2	1	3
610	Askeladden	67	71	2	1	3
614	Circle City	133	125	2	1	3
628	Tre Elver	21	17	2	0	2
634	Knute Rockne	29	19	2	0	2
657	Edvard Grieg	82	77	2	1	3
662	Arctic Circle	50	49	2	0	2
677	Vikings Of The Smokies	67	58	2	1	3
681	Music City Vikings	58	57	2	1	3
Total Zone 6		904	868	28	8	36
000	Central	286	285	2	3	5
999	Spirit New Century	117	107	2	1	3
Total Central & SNC		403	392	4	4	8
District Five Totals		4,694	4,546			
District Board count for delegates						12
Total Delegates authorized						168