

# Sons of Norway District 5 - Friendly Fifth Friday News

## February 23, 2024

### A District Weekly Newsletter to Keep Us Up to Date!

## Barnebirkie Update -Watch for photos on our Facebook Page



**The update on Barnebirkie (From the Birkie website)** *Due to the lack of natural snow this year, join us on Main Street in Hayward, WI for a fun-run for Barnebirkie 2024! Lace-up your shoes, and let's do this! Bring the whole family and have some fun together. Don't worry, cookies and hot cocoa will still be waiting for you when you finish! Kids can choose to run either a 1/2 km, 1 km or 3 km course.*

<https://www.birkie.com/ski/events/barnebirkie/>

## Distances & Start Times

**The Barnebirkie will start and finish on Main Street in the Celebration Zone between 3rd and 4th Street in downtown Hayward, WI.**

Wave	Start Time	Distance	Start Location	Recommend Age
Purple	11:30 am	500 m (0.3 miles)	Celebration Zone, Main Street	3 to 8; Beginner
Red	11:35 am	3 km (1.9 miles)	Celebration Zone, Main Street	8 to 13; Intermediate to Advanced
Green	11:40 am	1 km (0.6 miles)	Celebration Zone, Main Street	5 to 10; Intermediate to Advanced

## Celebration

### Treats

Swiss Miss hot chocolate and homemade cookies courtesy of the Sons of Norway await every participant in the Celebration Tent near the finish area!

### Commemorative Gifts

All children will receive a Barnebirkie medal, race bib, and a participant hat!



## Sponsors

Presenting Sponsors of the Barnebirkie



Supporting Sponsors of the Barnebirkie



On Wednesday night, some of the Barnebirkie volunteers met for dinner and planning final details!

Clockwise from 7:00 PM- Lucy Ghastin (Idun), Cheryl Wille-Schlesser (Vennelag), John and Darlene Arneson (Mandt), Carla Burkhardt (Wergeland), LaVonne Wier (Fagernes), Wendy and Kimball Higgins (Valhall), and Judy Ghastin (Norse Valley).

**Where to find forms and help! You must log in!! Don't know how and to learn how to navigate the website: <https://youtu.be/3tEfhtZ7BY?si=Au8eA1n8mw-TcLvM>**

**To find the forms:**

**[https://www.sofn.com/member\\_resources/lodge\\_leadership\\_resources/administrative\\_resources/lodge\\_forms/](https://www.sofn.com/member_resources/lodge_leadership_resources/administrative_resources/lodge_forms/)**

## **Annual Updates**

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### **— Compliance Requirements**

An overview of yearly compliance tasks that need to be completed.

[2024 Compliance Summary](#)

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### **— D-17 Lodge Financial Statement**

We are no longer offering a PDF version of the D-17. You must complete it via the link on your [profile page](#). If you do not know how to access your profile page, please see this [video](#). (4:27 mark)

[D-17 Q & A 2024](#)

[D-17 Instructions 2024](#)

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### **— D-18 Building Association Financial Statement**

We are no longer offering a PDF version of the D-18. You must complete it via the link on your [profile page](#). If you do not know how to access your profile page, please see this [video](#). (4:27 mark)

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### **— American Fraternal Alliance Year End Report**

Please complete your American Fraternal Alliance (AFA) Year End Report via SurveyMonkey. If you need assistance with the survey, contact your District Secretary.

[New AFA Reporting Q&A](#)

[AFA Year End Report](#)

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#### — Lodge Achievement Form

The Lodge Achievement Form is necessary to determine Lodge of the Year and Family Lodge of the Year. You must complete it via SurveyMonkey between January 1 – March 15. If you need assistance with the Lodge Achievement Form, contact your Zone Director.

#### [Lodge Achievement Form](#)

For a preview of the survey, you can view the PDF formats below, however all final submissions must be done electronically.

[USA](#)

[Canada](#)

[Norway](#)

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#### — Family Lodge of the Year Form

The Family Lodge of the Year Form is necessary to determine Family Lodge of the Year. You must complete it via SurveyMonkey between January 1 – March 15. If you need assistance with the form, contact your Zone Director.

#### [Family Lodge of the Year Form](#)

For a preview of the survey, you can view the PDF format below, however all final submissions must be done electronically.

[Family Lodge of the Year](#)

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## 2024 Compliance Requirements

ITEM	DUE	NOTES
D-17	March 15*	<ul style="list-style-type: none"> <li>This is the year-end lodge financial report</li> <li>Filled out by Lodge Treasurer, signed by Lodge President and Chief Auditor</li> <li>Completed online from profile page</li> <li>Contact District Treasurer for help</li> <li><a href="#">D-17-Q-A-for-2024.pdf</a></li> <li><a href="#">D-17-Instructions-2024.pdf</a></li> </ul>
Lodge Achievement Form	March 15	<ul style="list-style-type: none"> <li>Determines Lodge and Family Lodge of the Year</li> <li>Completed by Lodge Secretaries</li> <li><a href="#">LodgeAchievementForm2023</a></li> <li>Contact Zone Director for help</li> </ul>
American Fraternal Alliance (AFA) Survey	March 15	<ul style="list-style-type: none"> <li>Reports volunteer hours and disbursements</li> <li><a href="#">AmericanFraternalAllianceYearEndReport2023</a></li> <li>Contact District Secretary for help</li> <li>Q&amp;A</li> </ul>
D-64	March 15	<ul style="list-style-type: none"> <li>Updates lodge property officer information</li> <li>Updated through officer profile page</li> </ul>
D-18	May 15*	<ul style="list-style-type: none"> <li>Year-end financial report for Lodge Property Association</li> <li>Access from the Lodge Treasurer's profile page</li> <li>Contact District Treasurer for help</li> </ul>
990 Form (US lodges only)	May 15**	<ul style="list-style-type: none"> <li>Most lodges can complete the 990N postcard online on the IRS website. Lodges with an average income of \$50K or more will need to complete the 990E or 990 form.</li> <li>Send copy to <a href="mailto:taxinfo@sofn.com">taxinfo@sofn.com</a></li> </ul>
Lodge Liability Insurance	November 1*	<ul style="list-style-type: none"> <li>Invoices are sent out to lodge treasurers mid to late September</li> <li>Make check payable to Sons of Norway</li> <li>Late checks will incur a fee</li> <li>Contact <a href="mailto:fraternal@sofn.com">fraternal@sofn.com</a> with questions</li> </ul>
D-63	December 31	<ul style="list-style-type: none"> <li>To update lodge officers for coming year</li> <li>Updated through officer profile</li> <li>Still go in and elect that there are no changes for upcoming year if officers are continuing in role</li> <li>Finalized in system by January 15</li> </ul>

\*Failure to submit these on time will result in dues beings withheld

\*\*Failure to file the 990 for three consecutive years will result in loss of non-profit status



## **March 5- Report of Delegate Elections are due (or 5 days after election)**

### **March 15**

- D17 financial form is due from the lodges and districts to Sons of Norway Headquarters.
- Lodge Achievement and Family Lodge of the Year forms are due to Membership Services at Sons of Norway Headquarters.
- Community and Fraternal activities and hour totals, using AFA Year-end report form or online reporting at [Fraternalsgive.org](http://Fraternalsgive.org), are due to Membership Services at Sons of Norway Headquarters.
- D64 Lodge Property Officer forms are due to Sons of Norway Headquarters.
- Deadlines for Lodge Achievement, Family Lodge of the Year and AFA Reporting.

### **March 15- District 5 Scholarship Applications due**

### **March 20- Viking photos due to LaVonne Wier**

## **April 1- Bids to host the 2026 District Convention are due**

### **April 15- Sarah Paulsen Scholarships due to Scandiana Lodge**

### **April 20- Viking photos due to LaVonne Wier**

### **May 1**

- **Deadlines for convention vendor applications, sponsorships, Well Wishers, and ads.**

### **May 15**

- D18 property association financial form is due from the lodges to Sons of Norway Headquarters.
- IRS filing deadline for tax form 990. Lodge treasurer needs to notify Sons of Norway Headquarters when 990 has been submitted.

\*Insurance membership with Sons of Norway required

\*\*Membership with Sons of Norway required (social or insurance)

### **May 19- District Sports Challenge Ends**

**May 19-** Deadline to reserve rooms under the room block for the District Convention at convention rates

### **May 20- Viking photos due to LaVonne Wier**

## June 20- Viking photos due to LaVonne Wier

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### **Who to contact at the home office when you need help**

- You can email [cbs@sofn.com](mailto:cbs@sofn.com) for any member updates that need to be made.
- For anything fraternal- Connie O'Brien (COBrien@sofn.com) or Amy Tuchenhagen (ATuchenhagen@sofn.com).
- For matter like submitting a death, a change to a members address or other info please email [cbs@sofn.com](mailto:cbs@sofn.com)
- For issues with passwords or website use [ithelp@sofn.com](mailto:ithelp@sofn.com).
- The 800 number to call in for member support is 800-945-8851
- If you need something related to sales, you can use [sales@sofn.com](mailto:sales@sofn.com)

### **Viking Chest / Immigrant Trunk Schedule**

Oct 2023 to Apr 2024:

Chest--zone 6

Trunk--zone 5

Apr 2024 to Oct 2024

Chest--zone 2

Trunk--zone 1

Oct 2024 to April 2025

Chest--zone 3

Trunk--zone 4

### **Note:**

- Check correspondence from the International and District and the International (www.sofn.com) and District (www.sonsofnorway5.com) websites for any updates and changes.
- Additional deadlines for the District 5 and International Conventions/Lodge Meetings will be added as those dates are established. Watch for future mailings and the District 5 website.

Compiled by Darlene Arneson, SN District 5 Secretary (arnesonfamily5@gmail.com or 608-873-7209)

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### **FFFN Basics**

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!**

**Send all web posting info and calendar dates/events directly to our webmaster at [inputd5@sonsofnorway5.com](mailto:inputd5@sonsofnorway5.com)**

With our new arrangement, I actually send the FFFN pdf to our webmaster on Thursday morning before I go to work. So if you have anything you'd like me to consider putting in, please send it by 4 am on Thursday morning. Please do not send pdf's as I have a hard time cutting and pasting them. The Word Document works best for me. Don't forget that lodge events should be submitted to [inputd5@sonsofnorway5.com](mailto:inputd5@sonsofnorway5.com) as I have a hard time keeping track of all lodge activities. I'll put some in but that is more the role of the website event calendar.

If you would like to get the MS Word document, just shoot me an email and I'll add you to the list. I send it out right after I send the email to the large group.

Darlene Arneson – arnesonfamily5@gmail.com