

Friendly Fifth Friday News January 20, 2017

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

Please note!

February 1- Deadline for **LA** and **FLAF** forms - send to International Office (NEW- this is a date change and also a change that they are **NO LONGER SENT** to the zone directors)

February 1- AFA Fraternal Hours form due IF you don't log your lodge hours online. If you log them online at FraternalGives, then you don't have to send in the hard copy.

February 10- D17 Lodge Audit is due- send to District President.

There are many changes this year and I thought I was aware of all of them until we started working on Mandt's forms this past week. I have been in correspondence during the week to several staff in Minneapolis and have almost all my questions answered so that hopefully I can help others. It's a learning process for all of us! I am attaching the Fall Viking Resource which has information as well as the new forms.

Lodge Achievement (LA) Form- Due February 1 and send to the International Office.

The front page is different and we no longer list our fraternal/community service hours and \$ amounts on page one. I see the District activities list that used to be at the end of the application is also removed.

SUBMITTING: Do not send your form to your zone director or district president. Instead, submit it to Sons of Norway, Attn. Lodge Achievement, 1455 West Lake Street, Minneapolis, MN 55408

Or Fax: (612) 827-0658

Questions? Email: fraternal@sofn.com

Family Lodge of the Year forms- Due February 1 and send to the International Office.

Questions seem similar to past years but I didn't do a side-by-side comparison.

SUBMITTING: Do not send your form to your zone director or district president. Instead, submit it to Sons of Norway, Attn. Family Lodge of the Year, 1455 West Lake Street, Minneapolis, MN 55408

Or Fax: (612) 827-0658

Questions? Email: fraternal@sofn.com

American Fraternal Alliance Year End Report- Due February 1 either by entering hours online at FraternalGives or send form to the International Office.

This information used to be on page one of the Lodge Achievement Award. If you fill out your hours online, then you do not have to send in the form.

Note - If you tracked your 2016 activities using FraternalGive.org you do not need to file this form.

Submit: Sign and date at the bottom and submit to Sons of Norway Headquarters by February 1, 2017.

Mail to: Sons of Norway, Attn. Lodge Achievement, 1455 West Lake Street, Minneapolis, MN 55408
Fax: (612) 827-0658

Questions? Email: fraternal@sofn.com

D17 Financial Report (Audit) Report- Due February 10 and send to District President Andrew Johnsen.

This form is the one that I didn't catch the changes of due date or the information requested on it. This is now where you show how many \$ were spent for Community Service and Fraternal activities.

If your lodge owns its own building, both the lodge AND the building corporation must fill out a D17. You also should be filing a 990 for both entities.

It has a different set of questions (some are the same but not all), and asks for the District President and a District Officer to sign it. I didn't hear back as to how to get the District Officer signature so at this point, I'd suggest sending the form to Andrew and hopefully he will send the whole set of District 5 forms to another officer for signing. If I hear differently from Dean Nelson (International Office-finance), I'll share that. I'm sending Mandt's to Andrew this way.

This also is due earlier than before- February 10.

Send to: Andrew Johnsen, SN District 5 President, 11906 Hawthorne Place Cedar Lake, IN 46303

Fraternal Gives Reports (update from Oct. 2016 Resource)

Throughout 2016, Sons of Norway lodges and districts have been tracking activities and volunteer hours by signing on to the website, www.FraternalGives.org. Sons of Norway is compiling this data to quantify the fantastic work our lodges do in support of their members and communities. These totals, combined with the data collected from lodges still using the paper forms, will be published in the Sons of Norway Annual Report in the spring of 2017 and the annual report book of the American Fraternal Alliance (AFA).

As of October 2016, a total of 56 lodges, 15% of our lodge count, have entered activities on the site, with the average lodge reporting a total of 24 activities. These lodges have reported a total of 1,082 events and 41,171 volunteer hours so far in 2016.

Signing on to FraternalGives.org Each lodge's user name is the name of their lodge and their lodge number. The user name does not include the district number or any place holding zeros. Some examples: Oslo 1-002 is Oslo2, Gulf Coast Vikings 3-683 is GulfCoastVikings683 and Peer Gynt 6-022 is PeerGynt22. Each lodge's password started out as Password1, but may have been changed by a former user.

To personalize your [FraternalGives](http://FraternalGives.org) profile: The contact information for each lodge is defaulted to Sons of Norway Headquarters, unless personalization has been done. Please go in and change the email and other contact information to personalize your profile.

- Sign on with your user name and password.
- Click 'Edit Profile' which is on the right side of the screen under the words 'Log In.'
- Delete Fraternal@sofn.com and type in your email address. Leave the password fields blank unless you want to change your password.
- You can also personalize the name and phone number for your profile

- Hit 'Save Changes.'

Forgot your Password? All passwords were originally set as Password1.

If you try Password1 and it doesn't work, click 'forgot password' to have a new one sent to your email address. However, this will only work if you have personalized the email address on your profile (see above). If you cannot get a new password assigned or have other technical questions about the site, contact Terry Whipple at 630-522-6322 ext. 125 or at twhipple@fraternalalliance.org.

Deadline for 2016 Reporting Please enter all your activities for 2016 by 02/01/2017.

Questions? Need additional information? Contact Sherry Gorse at (800) 945-8851 ext. 643 or fraternal@sofn.com with any questions or concerns.

2016-2018 Biennium District 5 Lodge Calendar and Other Deadlines **Last updated January 20, 2017**

January 2017

- Install officers
- Member submit volunteer hours to lodge secretary
- January 1- District Bowling Tournament begins and ends April 30

February 2016

- February 1- Deadline for **LA** and **FLAF** forms (see February)- send to International Office (NEW- this is a date change and also a change that they are NO LONGER SENT to the zone directors)
- February 1- Updates for FraternalGive.org should also be completed (NEW)
- February 1- New form for lodges who do not use FraternalGive.org to record their activities. It is the American Fraternal Alliance (AFA) Year End Report. It is also due to the International Office. (NEW)
- February 10- Deadline for **D17 Financial Report** – send to District President (NEW)
- Elect District Convention Delegates in even years
- **No date yet**- Wisconsin Regional Ski for Light - Rosholt, WI
- February 22- (Wednesday) Volunteer dinner for Barnebirkie volunteers, cookie exchange and tally, Cookie goal :1,000 dozen cookies
- February 23 (Thursday) Barnebirkie Race in Hayward, WI, Volunteer meal provided in the PM

March 2017

- March 1 – SN Foundation **Astrid G. Cates & Myrtle Beinhauer Scholarships** due
- March 15- District Scholarship Applications due
- March 18- Zone 3 meeting hosted by Vakkertland Lodge – Mauston
- March 31- Chili Cook off information and pictures due to Sports Director Michaela Decker

April 2017

- April 1 - **Nancy Lorraine Jensen Memorial Scholarship** due
- April 7-8- District 5 Board Meeting in Stoughton, WI
- April 30- District Bowling Tournament Ends. Send forms in by May 10 to District Sports Director

May 2017

- May 10- Bowling forms due to District Sports Director
- May 15- Deadline for filing the **990 form**
- May 17- Early registration deadline for **Masse Moro Norwegian Heritage Camp** to qualify for additional deductions in the cost of camp from the Draxten Fund.

June 2017

- June 27- Balance due for **Masse Moro Norwegian Heritage Camp** registrations.

July 2017

- July 16-29 - **Masse Moro Norwegian Heritage Camp** - Beaver Creek Reserve - Eau Claire, WI

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.
- The District 5 Convention will be June 27-July 1, 2018 at Hotel Radisson in La Crosse, Wisconsin.
- The International Sons of Norway Convention will be August ____ in Minneapolis, MN.

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