

## Friendly Fifth Friday News March 20, 2020

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

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### **Many unknowns and unanswered questions right now**

We are living in unprecedented times and appreciate everyone's concerns, questions and needs during this time. There are many more questions than answers right now and I will try to summarize what I know, what we are working on, and what we don't know.

1. The District Board meeting scheduled for April 3-4 will not be held in person. We have a board conference call on March 19 to discuss the logistics but we will likely do committee work in March and have a conference call on Saturday, April 4.
2. There was a conference call on March 18 for District Presidents, District Convention Chairs and some International Board and Staff to discuss District Conventions and the International Convention. I was not on that call and don't know what all was discussed or determined.
3. Idun Lodge has been addressing their questions with the Board and the hotel in the event that the June 25-28 District Convention must be postponed, cancelled or re-scheduled.
4. I just got the notes from Idun's planning meeting on March 15. They did not indicate when the registration information would be available. I still have a few more lodges to report and then will have the final delegate lists that I can give to them, District President for committee selection, and to the nominating committee.
5. District Youth Director has been in communication with Beaver Creek Reserve and the Board about the status of Masse Moro for 2020. No decisions yet.
6. I have seen MANY lodges cancel all events for March, many for April and we all are struggling with what to plan.
7. Syttende Mai- Stoughton Chamber sent out information that they are cautiously proceeding to plan. I see Westby has been posting information on their event and it looks like they are proceeding.
8. If you have gotten a grant for activities this spring that have been canceled or might be, check with the granting source (i.e. Sons of Norway Foundation or wherever) on how they are handling them.

What I personally know:

1. **We need to be following the restrictions, advisories and other information provided by our local, state and federal government. This changes daily and it's critical to be aware of what is happening.**
2. The board is meeting via conference call tonight to discuss many of these issues and to solidify how our meeting will be conducted on April 4.
3. I, along with many leaders, are looking at the Constitution/Bylaws for our local lodges, District and International to see what guidelines we have there.
4. Safety and following the mandatory restrictions of social distance, number who can be in groups, serving food guidelines and closure of restaurants, and so on.
5. Personal safety of our members is critical. Many of us are still working and have no idea who we are exposed to and who they were exposed to. We may then be exposing others to these unknowns. My personal feeling is to limit my exposure to anyone so all our Mandt Lodge

events have been canceled and we will likely have a conference call for our business meeting in April and likely cancel all April activities at this time. It's not worth exposing our members, many in the age range or compromised health range, that we are to be careful with.

6. We have all spent more time canceling and "undoing" events and activities. Please take time to look at any contracts, rental agreements, travel agreements and contracts if your lodge was planning trips, and other obligations your lodge has.
7. There are many types of free conference call and other online, virtual services out there to use in the immediate time period when we aren't to be meeting in groups. I'm not an expert in them but the District has been using FreeConferenceCalls (Mike Palecek would be a good resource on this service). I use ZOOM meetings (free for 100 people or less and limit of 40 minute calls/meetings) for work and will likely use that for Mandt. ZOOM also has paid subscriptions for larger groups and longer periods of time.

## **From International**

Amid growing concerns over the COVID-19/coronavirus, we want to let you know that we recognize the seriousness of the situation and we understand that this is a stressful and difficult time for many of you.

To protect our employees and mitigate potential spread of the virus, we are implementing social distancing recommendations from the CDC, including having minimal staff onsite and equipping our employees to work from home. We appreciate your patience as we work to make these changes.

Your wellbeing is of the utmost importance to us, and we encourage you to make your health and wellbeing a top priority as we continue to navigate these challenging circumstances together.

The following guidelines are recommended by public health officials to help you stay healthy and protect those around you.

### **Clean your hands often**

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
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## **Avoid close contact**

- Avoid close contact with people who are sick
- Put distance between yourself and other people if COVID-19 is spreading in your community. This is especially important for people who are at higher risk of getting very sick.

## **Stay home if you're sick**

- Stay home if you are sick, except to get medical care.

## **Cover coughs and sneezes**

- Cover your mouth and nose with a tissue when you cough or sneeze, or use the inside of your elbow.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Thank you for your doing all you can to keep our community healthy! We will continue to monitor the situation closely and will send further updates as necessary.

Connie O'Brien

Director of Fraternal Development & Marketing

## **What can be done to help our members?**

- Utilize a calling tree to check in on members- especially those without nearby family members, members with school-age or younger children, and those who may need assistance with shopping or other needs.
- Card showers to your homebound, members living in residential living, and other outreach to them.
- Following the advisories and restrictions so we aren't putting members in risk
- Using social media to hold meetings, sharing online videos/resources/YouTube videos and other things to entertain and educate people during this social distance time
- Keep up with your lodge's legal, financial and other filings. Remember 990s are due May 15. Best to take care of that now when you are homebound.
- I've seen some cute online postings of people sitting outside someone's window (one outside and one inside) and them talking on the phone. They aren't in physical contact but they can see and hear each other! I know there's lots of things out there like that!

**Survey on Zones in District 5**

**Please send your thoughts on zones so the District Board can discuss them at our Spring Board Meeting. Please email your responses to Darlene Arneson by March 27. The Zone Alignment Committee will use your responses in their report to the Board. Send them to [arnesonfamily5@gmail.com](mailto:arnesonfamily5@gmail.com)**

**Thank you!  
Darlene Arneson, committee chair**

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**What do you expect from your zone directors as far as visits, contacts or other help?**

**Do you feel connected to the other lodges in your zone?**

**Do you and other members participate in zone activities- i.e. meetings, picnics, events, trips?**

**Looking at the distance between some lodges and where the zone directors live, what suggestions do you have for addressing the communications/visits/outreach in some areas?**

**Do you have any suggestions for realignment, changing the number of zones, or other ways that would make the zone assignments equal in numbers, distance and services provided by the District Board.**

**Other thoughts...**

# **2020 District 5 and International Calendar and Deadlines**

## **March 27, 2020**

- Send back your zone survey to Darlene Arneson

## **April 1, 2020**

- Deadline to register for Masse Moro
- Deadline for resolutions and bylaws for District 5 Lodge Meeting
- Deadline for submitting bids for hosting 2022 District Lodge Meeting

## **April 3-4, 2020**

- District Board meeting in ~~Stoughton, WI~~. **This has been changed and committees will meet via conference call prior to April 1 and the board will meet via conference call on April 4.**

## **April 10, 2020**

- Lodge photos are due to the District Publicity Director by the 10<sup>th</sup> of the month for the 'Viking' Magazine consideration in the edition three months out.

## **April 15, 2020**

- Sarah Paulsen Scholarships due for Masse Moro Campers

## **May 1, 2020**

- Advertising due for District 5 Convention

## **May 10, 2020**

- Lodge photos are due to the District Publicity Director by the 10<sup>th</sup> of the month for the 'Viking' Magazine consideration in the edition three months out.

## **May 15, 2020**

- Fraternal Funds Report due 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.
- D17 & 990 filing deadline for lodges that own property

## **May 17, 2020**

- Lodge Grants & Scholarship Deadline for Masse Moro

## **June 1, 2020**

- Final payment due for Masse Moro

## **June 10, 2020**

- Lodge photos are due to the District Publicity Director by the 10<sup>th</sup> of the month for the 'Viking' Magazine consideration in the edition three months out.

## **June 15, 2020**

- District 5 Sports Challenge ends

## **June 20, 2020**

- Remittance forms due for District 5 Sports Challenge

**June 25-28, 2020**

- District 5 Lodge Meeting and Convention in Madison, WI

**July 10, 2020**

- Lodge photos are due to the District Publicity Director by the 10<sup>th</sup> of the month for the 'Viking' Magazine consideration in the edition three months out.

**July 12-25, 2020**

- Masse Moro Youth Heritage Camp in Fall Creek, WI

**August 10, 2020**

- Lodge photos are due to the District Publicity Director by the 10<sup>th</sup> of the month for the 'Viking' Magazine consideration in the edition three months out.

**August 19-23, 2020**

- International Lodge Meeting and Convention in Ringsaker, Norway

**September 2020**

- Lodge liability premium sent to all lodge treasurers. This package includes information regarding the coverage, a certificate of insurance for the lodge and an invoice for the lodge's share of the premium.
- September 10 – Foundation Board of Governors applications due. If you are someone who loves nonprofits, governance and your Nordic values, running for a Foundation board position may be a perfect fit!

**September 10, 2020**

- Lodge photos are due to the District Publicity Director by the 10<sup>th</sup> of the month for the 'Viking' Magazine consideration in the edition three months out.

**October 2020**

- Lodge Officer Update/D63 form and instructions is mailed to lodge secretaries.
- The Sons of Norway Foundation portal is available for lodges and individuals to apply for grants and scholarships.
- Lodge Achievement, Family Lodge of the Year and AFA Year-end report forms and instructions is mailed to lodge secretaries.
- Lodge Barneløpet Coordinators are encouraged to contact Sons of Norway Headquarters to discuss plans for anticipated events.

**October is Foundation Month**

- Help support our grant and scholarship recipients and share your Nordic values by celebrating Foundation month! Please consider a donation directly to the Foundation or plan a fundraising event through your lodge.
- October 1 Grant applications open – Our lodge grants award amounts go up to \$500-\$1,500 depending on a lodge's project.
- October 1 Scholarship applications open – Scholarship opportunities start at \$1,000 with an average scholarship of \$3,000.

**October 10, 2020**

- Lodge photos are due to the District Publicity Director by the 10<sup>th</sup> of the month for the 'Viking' Magazine consideration in the edition three months out.

**October 15, 2020**

- Lodge liability premium is due to Sons of Norway Headquarters.

**November 10, 2020**

- Lodge photos are due to the District Publicity Director by the 10<sup>th</sup> of the month for the 'Viking' Magazine consideration in the edition three months out.

**December 2020**

- D17 and D18 forms, instructions and timeline sent to lodge treasurers.

**December 10, 2020**

- Lodge photos are due to the District Publicity Director by the 10<sup>th</sup> of the month for the 'Viking' Magazine consideration in the edition three months out.

**December 16, 2020**

- Application deadline for:
  - Community Partnership Grant applications are due to Sons of Norway Foundation.
- Date that new member applications (paper forms) must be **received** at HQ to ensure processing in time for end-of-year delegate calculation and recruitment challenge recognition. (Online applications may be submitted through December 31.)

**December 31, 2020**

- Lodge Officer Update/D63 information is due to Membership Services at Sons of Norway Headquarters.
- Last day to enter new membership applications into the database for delegate calculations and 2019 recruitment challenge recognition. (**Paper applications should be received at headquarters by December 15** to ensure adequate time for processing.)
- Application deadline for:
  - - Lodge Helping Hands to Children Grant\*
    - Lodge Culture and Heritage Grant\*
    - Lodge Vitality Grant\*
- Deadline to order Barneløpet supplies.

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**DISTRICT FIVE LODGE MEETING**

June 25-28, 2020 at the Radisson Hotel, Grand Canyon Drive, Madison

**INTERNATIONAL LODGE MEETING**

August 19-23, 2020 in Ringsaker Norway

**Viking Chest Rotation**

- The rotation will begin again with this rotation.
- The zone directors are responsible for keeping track of the whereabouts and letting their lodges know that the chest is in their zone for that time period.

- The chest should be brought back to the District Board Meeting to be given to the next zone.

Time period	Zone with chest
October 2019-April 2020	5
April 2020-October 2020	2
October 2020-April 2021	4
April 2021-October 2021	6
October 2021 – April 2022	1
April 2022 – October 2022	3

## Zone Meeting Schedule 2020

Zone	Date	Hosted by	Location
1	Thursday, Feb 20 at 1:15	Zone 1 Directors	Veterans Community Center, Hayward during the volunteer reception after Barnebirkie
2			
3	Sat. January 25	Mandt Lodge	Stoughton, WI
4			
5			
6			

### Note:

- Check correspondence from the International and District and the International ([www.sofn.com](http://www.sofn.com)) and District ([www.sonsofnorway5.com](http://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 25-28 at the Radisson Hotel, Grand Canyon Drive, Madison hosted by Idun Lodge.
- The International Sons of Norway Convention will be August 19-23, 2020 in Ringsaker Norway

Compiled by Darlene Arneson, SN District 5 Secretary ([arnesonfamily5@gmail.com](mailto: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 Wednesday night. 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@sonsofnorway.com](mailto:inputd5@sonsofnorway.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](mailto:arnesonfamily5@gmail.com)