

Sons of Norway District 5 - Friendly Fifth Friday News February 20, 2026

A District Weekly Newsletter to Keep Us Up to Date!

You still have time as today's the deadline- Viking Photo Submission



It's almost the 20th!

Send your Viking photos to LaVonne Wier
(2nor1rus@gmail.com) so you can see them
in the Viking or the District 5 website!

<https://sonsofnorway5.com/galleries/details/51-2025-Viking-Magazine-Photo-Submissions>

Here is the link to the Photo Submission Form-

https://sonsofnorway5.com/publicity_director_messages/. I look forward to seeing what all you guys have been up to at your lodges!

Alt for ná,

LaVonne Wier
D5 Publicity Director

Barnebirkie Photos and Cookie Count

We are watching for photos from Barnebirkie which was held on Thursday in Hayward, WI. This issue went to the webmaster as the race was going on but watch on the District Facebook page and Birkie's page. <https://www.facebook.com/AmericanBirkebeiner> and <https://www.facebook.com/groups/1410575062591249>.

To help Clara with the cookie count, if you can send the number of dozen cookies your lodge sent up to Hayward to Clara, that will help in getting an accurate count. With cookies coming up in a variety of ways and going to several venues, it's hard to keep it all straight sometimes! Clara's email is ClaraSolak23@gmail.com. Thank you!



Annual Compliance Requirements

ITEM	DUE	NOTES
D-17 (All Lodges)	March 15*	<ul style="list-style-type: none"> This is the year-end lodge financial report for all lodges Filled out by Lodge Treasurer, signed by Lodge President and Chief Auditor (all three must sign) Completed online from profile page How to do the form: D17 Instructions
Lodge Achievement & Family Lodge of the Year Survey**** (All Lodges)	March 15	<ul style="list-style-type: none"> One combined survey Draft version found in Lodge Forms section Helps qualify Lodge Achievement Award winners Available on the website via SurveyMonkey January
AFA Reporting**** (All Lodges)	March 15	<ul style="list-style-type: none"> Data Sons of Norway is required to report to the American Fraternal Alliance annually Available on the website via SurveyMonkey January Draft version found in the Lodge Forms section
Lodge Officer Updates (D63) (All Lodges)	December 31	<ul style="list-style-type: none"> To update lodge officers for the coming year Updated through officer profile Still go in and elect that there are no changes for upcoming year if officers are continuing in role Finalized in system by January 15
Property Officer Updates (D64) (Lodges w/ Property)	March 15	<ul style="list-style-type: none"> Updates lodge property officer information Updated through officer profile page Same process as lodge officer updates
D-18 (Lodges w/ Property)	May 15*	<ul style="list-style-type: none"> Year-end financial report for Lodge Property Association Access from the Lodge Treasurer's profile page
990 Form (US lodges only; required by IRS to maintain non-profit status)	May 15**	<ul style="list-style-type: none"> 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. Send copy to taxinfo@sofn.com Refer to IRS website for assistance Additional information found here: 990-Instructions.pdf
Lodge Liability Insurance (US and Canada Lodges)	November 1*	<ul style="list-style-type: none"> Invoices uploaded to officer profiles end of Aug or Sept Can pay by credit card or check – instructions on invoice Late checks will incur a fee, and dues withheld
Record Retention	On-going	<ul style="list-style-type: none"> Lodge Record Retention Guidelines

*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.

***Contact fraternal@sofn.com with questions or for assistance.

****Additional information about surveys found on the *Lodge Forms* section of the website.



**Masse Moro Norwegian Heritage Camp
July 12 - 25, 2026**

**** Local Lodge Supporting Grant Endorsement ****

THIS ENDORSEMENT MUST BE POSTMARKED BY: **May 17, 2026.**

Please Note: Local Lodges provide varying amounts of support for their Masse Moro campers. District 5 will match the Local Lodge Supporting Grant up to \$250.00 per District 5 camper. Contact your Lodge's president to determine requirements and Supporting Grant amount. Tusen Takk!

Camper or Sponsor complete this section (please print):

Camper Name: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____
 Sons of Norway Member/Sponsor Name: _____ Member# _____

 Name and address of Sons of Norway Lodge of Sponsor Relationship to Camper
 E-mail: _____ Phone Number _____

Camper: complete the above information, then send this form to your sponsoring lodge for further processing.

LOCAL LODGE ENDORSEMENT

The members of _____ Lodge, 5-_____, have voted to endorse this applicant for Masse Moro – Sons of Norway District 5 Norwegian Heritage Camp for the 2025 session.

Enclosed is check number _____ in the amount of \$ _____ Date of Application: _____

 Print Lodge President or Secretary Signature Phone Number of President/Secretary

- ❖ **Make checks payable to: Nordic Legacy Foundation**
- ❖ **Please include the camper's name on the memo line of the check.**
- ❖ **THE ENDORSEMENT MUST BE POSTMARKED BY May 17, 2026**
- ❖ **LODGES: Please send this completed form and the accompanying supporting check to:**

Lisa Rove-Williams
 771 W. Dresser Rd
 DeKalb, IL 60115
 rovewilliams@comcast.net

District 5 Convention Bidding Guidelines for 2028

Updated April 26, 2025

Due March 15, 2026 for review at April District 5 Board Meeting so bids can be reviewed and then proposed to the delegates at the 2026 convention.

This proposal is to:

Host the convention independently

Co-host the convention with the District Board. Provide details of how the workload and profits/risk would be divided based on previous discussion with the District Board.

Information from the District Policies and Practices Book on Convention Bids

A. Convention Site: The convention site and facilities are of the utmost importance for the smooth operation of the District Lodge Meeting. The following shall aid in the site selection.

1. Convention Bids: Bids to host a District Lodge Meeting two years hence shall be submitted in writing to the District Five Board of Directors prior to the spring Board of Directors meeting of a convention year.

2. Site Review: The site review should be completed prior to the District Board of Directors meeting which precedes the District Lodge Meeting and a report prepared for delivery at that time to the District Lodge.

3. Site Criteria: The following shall be inspected to provide for the needs of a comfortable and efficient District Lodge Meeting:

a. Dining Facilities: They should be separate from the main meeting room and have banquet capability with an on-site kitchen or established catering service.

b. District Lodge Meeting Room: The District Lodge meeting room should be isolated from noise, have proper lighting, ample seating for delegates and guests, and an adequate sound system, large screens, and ample Wi-fi. There should be ample and safe seating safe.

c. Committee Rooms: Committees that need to meet in-person should have meeting spaces.

d. Sleeping Rooms: A sufficient number of sleeping rooms for delegates and guests should be available.

e. Parking: Ample parking is necessary.

f. Exhibit Space: Spacious comfortable areas are needed to exhibit the crafts of Sons of Norway members and guests demonstrating our culture and heritage. There should be places for displays for related organizations, associations and vendors space.

g. Air Conditioning: Air conditioning is required for an efficient meeting and relaxing rest for delegates and guests.

h. Public Transportation: Consideration should be given to the availability of public transportation. Air, rail, bus, taxi and limousine services should all be reviewed.

i. Host Lodge Activities: The host lodge Committee is responsible for arranging cultural, educational, recreational, shopping, dining, and entertainment opportunities that are available and accessible.

4. Set Costs: The Host Lodge Committee shall make available to the District Five Board of Directors a list of the set costs which those who attend the District Lodge meeting shall be responsible for paying. This shall be done by the Fall Board Meeting preceding the District Lodge Meeting.

5. Registration Fee: The assessment of a registration fee by the Host Lodge Committee must be approved by the District Five Board of Directors.

1. Credentials: The Host Lodge Committee shall verify the identity of delegates. A delegate packet shall be issued only upon presentation of a legal form of identification.

2. Host Lodge Committee Funding: During the month of January of the convention year, District Five will distribute to the host lodge monies collected and held in escrow the previous biennium. Action at June 2018 District Lodge Meeting- \$2500 shall be allocated for startup funds for the year 2026 District 5 Meeting and Convention

B. Progress Report: The Host Lodge Committee shall provide the District Five Board of Directors with a "progress report" on their work. This report shall be due at the spring Board Meeting in the year preceding the District Five Lodge meeting.

Other criteria a bidding lodge should consider:

Hotel needs for up to 120 delegates and additional guests (also refer to previous year's convention numbers)

- Traditional schedule: Wednesday- 25 rooms, Thursday- 100 rooms, Friday- 100 rooms, Saturday- 75 rooms
- Variation of days for the convention is allowed. Please work with the District Board on this to determine when the business meetings will be.

Sufficient break-out rooms - Committee meetings – up to 7 committees that might need meeting space- they can share rooms; Workshops- dependent on planning committee; Classes that might be offered.

Thursday noon luncheon- 60 people (committee and spouses, board and spouses, convention committee and spouses)

Friday noon luncheon- can be up to 150 people

Saturday noon lunch - can be up to 150 people

Room for business sessions:

- Classroom seating for delegates- up to 120 delegates
- Seating in back of room for 30-40 guests and visitors
- Tables around room for Silent Auction
- Head table for board, Parliamentarian, and International Director
- Microphones for delegates, front table, podium

Hallway space and rooms for:

- Displays and exhibits
- Convention registration
- Vendors

Bids should include the following information plus any supporting information:

- This proposal is to:
 - ___ Host the convention independently
 - ___ Co-host the convention with the District Board. Provide details of how the workload and profits/risk would be divided based on previous discussion with the District Board.
- Price of rooms: \$ _____
- Hotel name, location and features:
- Contact person (from bidding lodge/committee)

Bids need to be sent to Darlene Arneson, District Secretary, 2056 Skaalen Rd., Stoughton, WI 53589 by March 15, 2026. For more information, contact Darlene at arnesonfamily5@gmail.com or 608-873-7209

Consider being a delegate to the 2026 District 5 Lodge Meeting and Convention!

All across District 5, elections will be held in January, February, and early-mid March as lodges elect their delegates and alternates for the District 5 Lodge Meeting and Convention. Some of your members may be sharing their experiences as delegates at your meetings so members are more aware of what happens at conventions, what their role is, and the experience they have had. To help new members and those without experience, here are some things to consider and share with your membership:

Who can be a delegate or alternate?

- You **do NOT** have to be a benefit member to serve as a delegate to the District Lodge Meeting and Convention.
- Current District 5 Board members cannot serve as delegates for their local lodges. They are automatically delegates as they serve on the board. District alternates to the board (that were elected in Indianapolis) do need to be elected by their local lodge if they wish to be a 2026 delegate.
- The members must be in good standing and listed on your roster. That means their dues are paid and they aren't on the past due membership lists!

Why two names?

- District Lodge Meeting- that is the business part of the convention week. It includes the board meeting, District convention committees, and the two-day business session.
- District Convention- the "fun" part of the convention! The workshops, classes, field trips, banquet, social times, silent auction, Cultural Arts Display and other activities.

Time Requirements and when do they need to be there!

- The District 5 Convention is August 2-6, 2026 in Stoughton, Wisconsin. But read the materials as you don't have to be there the first few days unless you want to participate in those activities or have a role that requires you to be there by Tuesday.
- There will be classes, President's Reception, Day on the Prairie trip, and other activities on Sunday (starting in the afternoon) and Monday for those wanting to participate.
- Your delegates may be asked by the District President to serve on a committee. This would require them to attend committee meetings on Tuesday afternoon (or until committee work is done and the committee is dismissed). Many committees will meet virtually prior to coming to the convention so their in-person meeting time has been reduced.
- **The first official business and seating of the delegates is Wednesday morning, and all delegates need to be in all sessions Wednesday and Thursday.**
- As times and schedules are finalized, watch the District 5 website (www.sonsofnorway5.com) and future mailings for schedules and timelines.

What does a delegate do?

- Represents and speaks on behalf of your lodge on District business, resolutions, proposed changes
- Votes in the business session
- Review and act on the 2028 Convention Host Bids
- Might get asked to serve as marshals, greeters or in other roles during the meeting
- Accepts your lodge's recognition and awards
- Attends all delegate sessions and votes on behalf of your lodge
- May serve on a committee if asked to by the District President
- A delegate is the only member (along with current District 5 Board Members) that can run for the District Board (if a benefit member or if they purchase a benefit product at the convention).
- Learn about Sons of Norway by attending workshops, visiting displays and visiting with other members
- Bring back many ideas, activities and enthusiasm that will benefit your lodge
- Report to your lodge about what they learned, business conducted and report on elections held at the convention
- Have a wonderful time and go home ready to carry out the mission of Sons of Norway!
- They also serve throughout the biennium until the next group is seated in 2028.

What is a Benefit Member? Someone who owns a Sons of Norway insurance certificate. You can see if a member is a benefit member by looking at the membership list.

How do you pay for delegates? Each lodge handles this differently. Many will help the delegates with convention costs, registration, travel and hotel costs in varying amounts, paying it in full, or a portion. Some lodges will have a special fundraiser or event to raise money for delegate expenses.

Thank you for electing delegates and alternates and your consideration to serve as one!
If you have further questions, contact your lodge president, past delegates or a District Board member!

2026 Calendar

February 20- Viking Photo submissions due to LaVonne Wier

March 5- Delegate election results due

March 10- Proposed bylaw and resolutions for the District Lodge Meeting Due

March 13-14- District 5 Board Meeting in Rockford, IL

March 15- Bids for 2028 Convention Due

March 16- District Scholarships Due

March 20- Viking Photo submissions due to LaVonne Wier
April 20- Viking Photo submissions due to LaVonne Wier
May 1, 2025 – May 1, 2026- Cultural Challenge
May 17- Deadline for Masse Moro Local Lodge Supporting Funds (Matching Grants)
May 20- Viking Photo submissions due to LaVonne Wier
June 20- Viking Photo submissions due to LaVonne Wier
June 30- 2nd cycle deadline for D5 Nordic Legacy Foundation Cultural and Matching Grant applications
July 12-25- Masse Moro
July 20- Viking Photo submissions due to LaVonne Wier
August 2-6- District 5 Convention in Stoughton

Who to contact at the home office when you need help

- You can email cbs@sofn.com for any member updates that need to be made.
- **Foundation, Scholarships & Grants- Amy Tuchenhagen**
foundation@sofn.com, atuchenhagen@sofn.com, (612) 821-4655
- **Fraternal & Membership- Connie O'Brien and Kirsten Lehman**
fraternal@sofn.com, (612) 821-4643
- **Culture, *Viking* & Language: Jana Velo**
jvelo@sofn.com
- **Insurance Sales:**
SonsofNorwaySales@sofn.com, (833) 707-0012 – option 2

For matter like submitting a death, a change to a members address or other info please email cbs@sofn.com

- For issues with passwords or website use ithelp@sofn.com.
- The 800 number to call in for member support is 800-945-8851

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 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)

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
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 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.