

Friendly Fifth Friday News February 2, 2018

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 to inputd5@sonsofnorway5.com

Questions on the new dues structure? 2018dues@sofn.com

D17 Forms that are done hard copy need to be sent to President Andrew Johnsen! If you enter the information online, then it will automatically be sent to him by the February 9 deadline!

Andrew Johnsen

District 5 President

11906 Hawthorne Pl

Cedar Lake, IN 46303

219-374-7696 or aijohnsen@att.net

LOOK FOR THIS EMAIL THAT WENT TO LODGE PRESIDENTS AND TREASURER'S ON JANUARY 18 FOR THE LINKS TO THE UPDATED FORMS. AS OF THIS MORNING, THE D17 PDF ON THE WEBSITE IS STILL LAST YEARS.... ☹

January 2018

To: All Lodge Officers

Please direct this correspondence to the proper party

From: Eivind Heiberg, Chief Executive Officer

Re: Financial Statement (D17) and 990 Filing Information

Each year, each lodge is required to file two financial forms. These are the Sons of Norway's Financial Statement (Form D17) and the IRS Form 990.

1. Sons of Norway's Financial Statement (Form D17) is required to be filed by **February 9, 2018**. The form can be filed online. (The complete instructions for the online filing can be found here.) After filing please forward a copy to your District President.

NOTE: This earlier deadline is to provide time for your District Presidents to review and process the D17 by March 1, 2018. This is a new requirement as per the resolution approved by the International Board of Directors during their 2015 Fall Board Meeting.

If the Financial Statement form D17 cannot be filed online, please click here and print the PDF form. Complete as instructed and send it to the District President, who will then submit the form to Sons of Norway Headquarters.

2. IRS Form 990 (this includes the 990, the 990EZ and the 990N) is **required** to be filed by May 15, 2018. Click here for the form and the instructions.

Below are the requirements for filing all of the 990s.

For lodges with less than \$50,000 in gross receipts a 990-N (e-Postcard) **must be filed ELECTRONICALLY**. Detailed instructions are also at the link above.

- For lodges with gross receipts in excess of \$50,000 a form 990EZ or form 990 must be filed.
- Directions for filing these forms can be accessed on the IRS website at the link above, or the lodge may choose to utilize the services of a tax preparer to complete and file the forms.

It is imperative that you file this important tax form by May 15. Failure to file could result in an automatic loss of tax-exempt status for your lodge.

This filing (of the tax form or an extension) must be reported to the Sons of Norway Headquarters by contacting taxinfo@sofn.com or by calling Michelle Swanson at (800) 945-8851.

Sons of Norway takes this compliance very seriously. We have learned that it can be a very costly and time consuming experience for a lodge to lose its tax-exempt status, and non-compliance of these reports could jeopardize the tax exempt status of the entire organization. Therefore, the Board of Directors has implemented procedures to encourage 100% compliance, including withholding local and district dues and the revocation of a lodge's charter.

Thank you for your attention to this important yearly procedure. Please be aware that this year is the last for paper forms D17 submission. For 2019, all forms must be submitted online only.

CC: Local Lodge Presidents and District Presidents

SET A COURSE FOR LACROSSE, WISCONSIN!

Fifth District Sons of Norway 2018 Convention
hosted by Wergeland Lodge at the Radisson Hotel
June 27, 2018 - June 30, 2018

Bridging Our Heritage



**There's so much to do and see—
just within walking distance of the Convention.**

The Convention hotel overlooks Riverside Park and the Mississippi River.





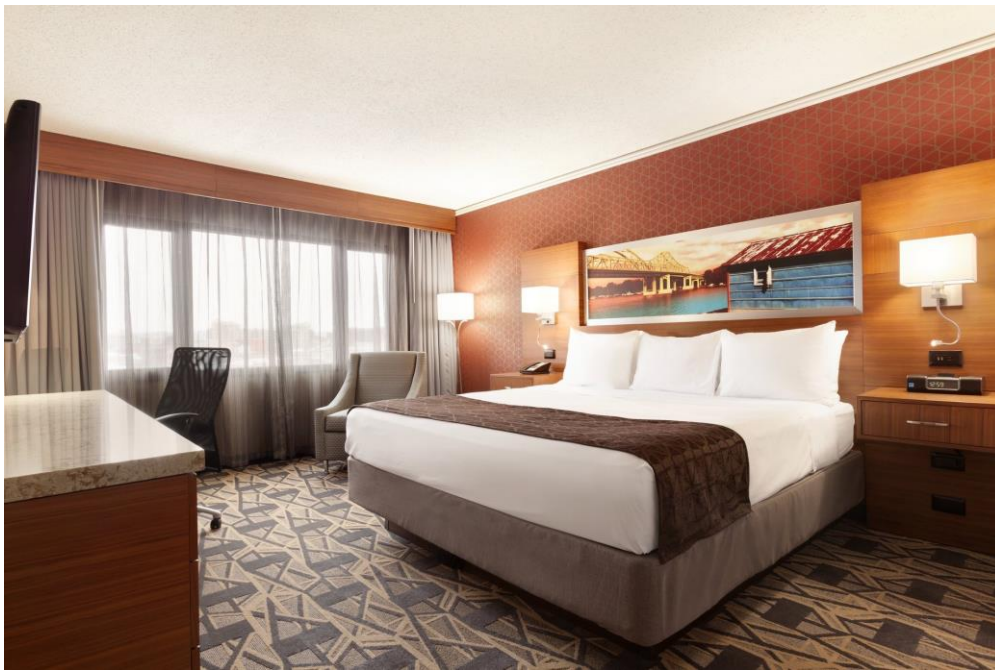
LaCrosse International Frienship Gardens



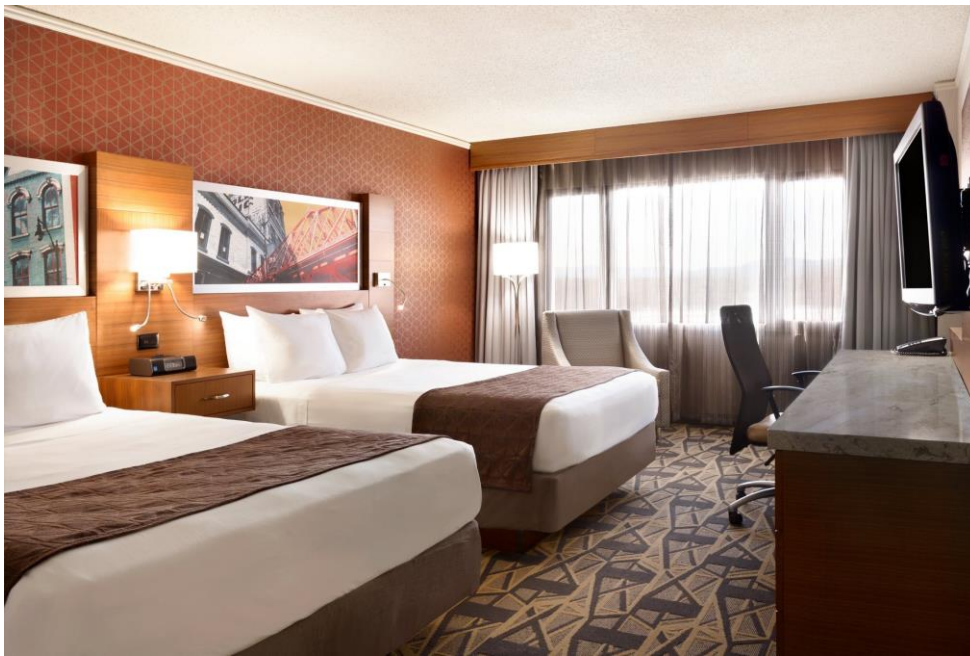


Historic Downtown





Beautiful, comfortable accommodations at the Radisson Hotel



There will be cultural classes, exciting outings, cultural displays, presentations, delicious food, a banquet with music and dancing, and so much more!

Come and join us in beautiful LaCrosse for the Convention!

2018 District 5 and International Calendar and Deadlines

(Updated 2/2/18)

February 9, 2018

- D17 financial form is due from the lodges to their district president.

February 21, 2018

- Barnebirkie cookies will be picked up from Open House Imports in Mt. Horeb. Please call Cheryl Wille-Schlesser: 608-219-4464-West Madison and points north along I-90/94, & Hwy. 53N or Michaela Decker: 262-498-2085-Milwaukee area lodges, if you would like to arrange a cookie drop!

February 22, 2018

Barnebirkie race in Hayward, WI

March 1, 2018

- D17 financial form is due to Sons of Norway Headquarters from the district presidents.
- Scholarship applications for study in the United States are due to the Sons of Norway Foundation:
 - Astrid G. Cates/Myrtle Beinhauer Scholarship*
 - Orel and Marie Winjum Memorial Scholarship
 - Nancy Lorraine Jensen Memorial Scholarship*

*Social membership with Sons of Norway required.

**Insurance membership with Sons of Norway required.

March 3, 2018

Zone 5 Seminar hosted by Cleng Peerson Lodge

March 4, 2018

7:00 PM Central Lodge Meeting conference call

March 15, 2018 - District 5's Scholarships are due

- Norwegian Folk High School Scholarship Application
- International Summer School Application
- Cyril K. Wittrock Book Scholarship
- Olav J. Eide Book Scholarship

April 13-14, 2018

District 5 Board Meeting in Stoughton, WI

April 21, 2018

Zone 4 meeting

May 15, 2018

IRS filing deadline for tax form 990. Lodge treasurer needs to notify Sons of Norway Headquarters when 990 has been submitted.

May 17, 2018

- Masse Moro Scholarship Application due for first-time and returning campers
- Masse Moro Lodge Supporting Grant Endorsements due

April 30, 2018

- Bowling forms are due to Michaela Decker, District Sports Director
- Chili cook-off information due to Michaela Decker, District Sports Director

March 5, 2018

All delegate election reports are due to Darlene Arneson (or earlier as they should be sent within five days of the election)

April 1, 2018

- Bids for 2020 District 5 Convention are due to Darlene Arneson
- Any proposed resolutions or by-law proposal changes are due to Darlene Arneson

June 27-30, 2018

District 5 Lodge Meeting and Convention in La Crosse, WI

June 29, 2018

Due Date for Masse Moro enrollment

July 7, 2018

Final payments due for Masse Moro

July 15-July 28, 2018

Masse Moro Camp

August 16-18, 2018

International Sons of Norway Lodge Meeting and Convention, Minneapolis, MN

August 26, 2018

Zone 3 and Mandt Lodge Picnic at Arneson's in Stoughton, WI

September 30, 2018

Lodge liability premium due to International SN office

December 15, 2018

D-63 Report of Elections due. Send one copy to International Headquarters and one to District Secretary.

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 2017-April 2018	4
April 2018-October 2018	6
October 2018-April 2019	1
April 2019-October 2019	3

Zone Meeting Schedule 2018

Zone	Date	Hosted by	Location
1			
2			
3	January 27, 2018	Nordland	Janesville, WI
4			
5	March 3, 2018	Cleng Peerson	Ottawa, IL
6			

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-June 30, 2018 at Hotel Radisson in La Crosse, Wisconsin.
- The International Sons of Norway Convention will be August 16-18 in Minneapolis, MN.

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