

Friendly Fifth Friday News July 30, 2021

Send all web posting info and calendar dates/events directly to our webmaster at inputd5@sonsofnorway5.com. Feel free to share this with your lodge members!

District 5 Lodge Foundation Directors Call

Tuesday, August 17, 2021 at 7:00 PM Central via ZOOM

Darlene Arneson will host a ZOOM meeting for lodge Foundation Directors or anyone else interested on Tuesday, August 17, 2021 at 7:00 PM CST. She serves as the District Foundation Director as a liaison between the District and International Sons of Norway. As a follow-up to our April call, Darlene will be updating the participants on Foundation activities, the fall campaign, sharing new Foundation resources and initiatives, and discussing planning October's Foundation Month. She will encourage participants to share ideas, ask questions, and have a lot of interaction as we all learn from each other. For lodges without a Foundation Director, please try to have someone from your lodge participate.

Also, explore the Foundation pages on the website- <https://www.sofn.com/foundation/>

The ZOOM link will be emailed to all lodge Presidents and Foundation Directors and will be in the Friendly Fifth Friday News in August issues. No pre-registration is needed! Please contact Darlene at arnesonfamily5@gmail.com if you have questions. If your Foundation Director can't make the call, someone else can sit in! Anyone is welcome! My cell is 608-514-4951.

Darlene Arneson

District 5 Secretary and Foundation Director

Foundation Annual Report is available online

We're making a difference – with donations from members, lodges and friends of the Sons of Norway Foundation. Our annual reports bear witness to your generosity as well as the resounding influence of every single donation, from the stories of students who studied in Norway, to the families attending a sponsored exhibit, and so much more. The stories, facts and donors who made it possible are right here in our archive of annual reports.

You must log in and then find the report at:

https://www.sofn.com/foundation/oversight_governance/annual_reports/

Nominating Committee Guidelines have been updated

At the 2018 International Convention in Minneapolis, delegates passed a resolution recommending that the International Board of Directors appoint a special committee to draft guidelines for all District and International Nominating Committees to follow when acquiring and vetting Candidate Leadership Applications (CLAs). The special committee did its work, and the International Board of Directors further revised and approved the committee's guidelines. The final product, titled "Guidelines for Nominating Committees," was then sent to the International Lodge delegates to be voted upon in a special referendum. That referendum passed by an overwhelming majority. Therefore, these guidelines will be implemented for the 2022 Sons of Norway elections.

The guidelines are available for members to review. You can also download copies of the Candidate Leadership Applications for International and District positions. We recommend that anyone considering running for the International Board carefully review the International Board Application Agreement. This agreement should be signed and ideally submitted with your application for the International Board or alternate to the board.

You must log in and then find the guidelines:

https://www.sofn.com/member_resources/lodge_leadership_resources/governance/

New Golden Certificate and Pin Procedures

Members become Golden when they are 65 years old and have been Sons of Norway member for 30 years. These members are eligible for a special certificate and pin celebrating their new status.

The lodge Monthly Activity Report will list any members who attained Golden Membership during the previous month. This report is automatically emailed or mailed to the Lodge Vice President and the Lodge Financial or Membership Secretary. It can also be downloaded by the Lodge President and Secretary from their profile page on www.sofn.com.

To personalize a Golden Certificate for any new Golden members who have appeared on your monthly report:

- Sign on to www.sofn.com with your username and password.
- Hit the Member Resources button in the upper right-hand corner.
- Scroll down and click on Lodge Leadership Resources.
- Scroll down and click on Administrative Resources.
- Scroll down and click 'View Lodge Forms' in the middle right of the page.
- Scroll far down to the 'Certificates' heading and click on 'Golden Membership.'
- Enter the Member's name, your lodge name and number and the date on the editable PDF.
- Print the certificate. No special paper is needed.



To order Golden Pins, please contact Sherry at Headquarters: 1-800-945-8851, option 6 or by email at Fraternal@sofn.com. You can order a few extra if you want to keep some on hand for the future. The pins and shipping are free.

Please contact Sherry with any questions.

Find the certificate and information at https://www.sofn.com/resource_blog/new-golden-certificate-and-pin-procedures/

Where do I find those forms?

On the International's website at

https://www.sofn.com/member_resources/lodge_leadership_resources/administrative_resources/lodge_forms/ is where you can find many of the forms that we need for lodge operations! Again, you must log in to access these but there is a LOT of information, forms and procedures here!

Cultural Forms

- [Sons of Norway Genealogy Guide](#)
- [Cultural Skills Brochure](#)
- [Sparebøsse \(Spare Change\) Coin Bank Labels – Form 3010](#)
- [Sports Medals Order Summary](#) – Form 805

Financial Forms

- [Local Lodge Financial Statement](#) – D-17 (online)
 - [Instructions for online filing](#)
- [Local Lodge Financial Statement](#) – D-17 (Static PDF form)
 - [Local Lodge Financial Statement \(D-17\) Instructions](#)
- [Building Association Financial Statement](#) – D18 (online)
- [Building Association Financial Statement](#) – D-18 (Static PDF form)
- [Lodge/District Fund Deposit Request](#) – Form 18
- [Lodge/District Fund Withdrawal Request](#) – Form 19
- [Change of Authorized Signers on Lodge Deposit Account](#)
- [Treasurer's Record of Bills](#) – Form 124

Lodge Forms

- [Brochure Request Form](#) – Form Lodge B
- [Charter and Constitution, policy and procedures](#) (2018-2020)
- [Conflict of Interest Policy Template](#) (Editable PDF)
- [Customizable PowerPoint Template](#)
- [District Pages Nomination Form](#)
- [District Pages Photo Guide](#)
- [District Pages Submission Form](#)
- [Event Reimbursement Form](#)
- Family Lodge of the Year
 - [Family Lodge of the Year](#) (Online)
 - [Family Lodge of the Year](#) (Standard PDF)
- [Innovative Leadership Conference Handout](#)
- [Letterhead Template](#)
- [Local Lodge By-Laws](#) – Form #125 (Updated 09/2020)
- [Lodge Achievement Form](#) (Online)
- Lodge Achievement Form (Standard PDF)
 - [AFA Year End Report Form](#)
 - [Canada](#)
 - [Norway](#)
 - [United States](#) (except for lodges in GA, ME, MI and TN)
 - [U.S. lodges in GA, ME, MI and TN](#)
- [Meeting Guidelines](#) – Form D72

- [Meeting Poster](#) – template
- [Member Satisfaction Survey](#)
- [Membership Program Guide](#)
- [New Lodge Checklist](#) (Revised 2013)
- [New Lodge Survey \(Revised 2013\)](#)
- [Notice of Death](#) – Form 10A
- [Officer Update Form](#) – Form D63
- [Project Framtid/Adopt A School](#) (Revised 10/2010)
- [Property Update](#) – Form D64
- [Publicity Toolkit](#)
- Sons of Norway Local Lodge Event Tracking Forms
 - [FraternalGive Directions](#)
 - [Individual Activity Tracking Instructions](#)
 - [Individual Hour Tracking](#)
 - [Secretary Activity Tracking Instructions](#)
 - [Secretary Hour Tracking](#)
 - [FraternalGive Webinar](#) (Best viewed in Google Chrome)
- [Social Media Policy](#)
- [Spotlight on Volunteerism Form](#)
- [Tubfrim Information](#)
- [Tubfrim Postcard](#)
- [Youth Resources Brochure](#)

Certificates

- [Anniversary Certificate \(PDF\)](#)
- [Anniversary Certificate \(Word\)](#)
- [Golden Membership](#)

Membership Forms

- [Affiliate Membership Application](#) – Form 3028
- [Heritage Membership Enrollment Form](#)
- Membership Enrollment Forms
 - [U.S. Member Enrollment Form](#)
 - [Canada and Norway Member Enrollment Form](#)
- [New Membership Dinner Poster](#)
- [Transfer Request](#) – Form 3

Deadlines and Dates!

Changes in red!

July 18-31, 2021

- Masse Moro Youth Heritage Camp in Fall Creek, WI

August 1, 2021

- Zone 4 Meeting at Green Bay Botanical Gardens from 10-4

- Zone 3 Picnic at John & Darlene Arneson's farm- 12:30 PM

August 10, 2021

- Photos due for The Viking – send to Karen Eberhardt, District 5 Publicity and Zone 3 Director at eber01dj@gmail.com

August 14-17, 2021

- D5 Norwegian-American settlement history course class reunion (open to all members)

August 17, 2021

- District 5 Foundation Director's Call at 7:00 PM CST

August 28, 2021

- Zone 2 Meeting at Norskedalen, outside of Coon Valley WI

September 10, 2021

- Photos due for The Viking – send to Karen Eberhardt, District 5 Publicity and Zone 3 Director at eber01dj@gmail.com

Weekend of October 8-10, 2021

- District Board Meeting – location TBD

October 10, 2021

- Photos due for The Viking – send to Karen Eberhardt, District 5 Publicity and Zone 3 Director at eber01dj@gmail.com

November 10, 2021

- Photos due for The Viking – send to Karen Eberhardt, District 5 Publicity and Zone 3 Director at eber01dj@gmail.com

December 10, 2021

- Photos due for The Viking – send to Karen Eberhardt, District 5 Publicity and Zone 3 Director at eber01dj@gmail.com

DISTRICT FIVE LODGE MEETING

Idun Lodge will host the meeting on June 15-19, 2022 at the Madison Marriott West in Middleton, Wisconsin.

INTERNATIONAL LODGE MEETING

The International Lodge Meeting will be held in 2022 in Minneapolis, MN. The convention will be held August 31th to Sept 1st 2022, with first time delegates arriving on the 30th of August for the First Timers Training. Delegates will depart the 2nd of September. Here is the information about the venue, be sure and watch the virtual tour of the site!

<https://youtu.be/S7TljcinVCU>- Omni Hotels and Resorts, Omni Viking lakes Hotel, 2611 Nordic Way, Eagan, MN 55121

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)

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@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