

# THE SONS OF NORWAY VIKING RESOURCE

## Membership Recruitment and Retention

### Recruitment Made Easy

Holding new member recruitment events are a great way to promote your lodge and increase your membership. What better way to attract potential members than with food and fellowship?

One of the best partners you have in your efforts to recruit new members is your Financial Benefits Counselor (FBC). Your FBC will help organize a New Membership Dinner and make a presentation about the benefits and services Sons of Norway has to offer. To top it off, the Sales/Marketing Department will reimburse your lodge up to \$400 (maximum) for the meals for the potential new members and their sponsors—breakfast, lunch or dinner.

#### Follow these steps when putting this event together and reap the rewards:

1. Contact your lodge's FBC or Len Carlson to help you get started.
2. Check with your district to find out if there are any additional funds that might be available to help cover event costs.
3. Decide on a date, time and place for the event.
4. Decide on the menu.
5. Estimate costs for the event. Consider:
  - printing
  - postage
  - facility rental
  - food cost
  - decorations
  - entertainment
6. Send **Len Carlson, Director of Agencies** at Sons of Norway Headquarters, a request for financial support and copy your FBC.
7. Announce the event at a lodge meeting. Don't forget to ask the membership for contact information for prospective attendees.
8. Consider mailing invitation cards to guests.
9. Assemble a guest kit with help from your FBC.
10. As the guests' names become available, personalize the guest kit, including partially completing the new member application.
11. Have an agenda prepared that includes 15 minutes for your FBC to give a presentation.

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## Membership Recruitment and Retention

# Recruitment Made Easy

12. Near the end of the meeting, identify those who will be available to help answer questions about completing the application. Don't forget to ask prospective members to join at the event!
13. After the event, complete the paperwork from the Marketing Department to get reimbursed up to \$400 and send it to the attention of Len Carlson, Director of Agencies at Sons of Norway Headquarters (1455 West Lake Street, Minneapolis, MN 55408).
14. Follow-up by phone with those prospective new members who didn't join during the event to invite them to become a member.

## Questions? Need additional information?

Contact the Financial Benefits Counselor assigned to your lodge or **Len Carlson, Director of Agencies**, (800) 945-8851 ext. 609 or [lcarlson@sofn.com](mailto:lcarlson@sofn.com).

## Membership Recruitment and Retention

# Two Approaches to Recruitment Two Success Stories

Recently, two lodges—**Vennskap 1-554 in Canby, MN** and **Nortanna 1-638 in Owatonna, MN**—held two very different New Membership Recruitment Dinners. Both dinners were extremely successful. Even though they approached the event differently, there was a common denominator that contributed to the success of both.

## Vennskap 1-554

Chaired by John Lund, Lodge Vice President, assisted by Dorothy Zimmerman and organized by the membership committee, Vennskap started planning their New Membership Dinner almost a year in advance. Of the 35 prospective members in attendance for the dinner, 12 signed up for membership that evening and 6 more joined shortly after.

### What did the lodge think contributed to their success?

- Having a well-planned, festive evening, with an emphasis on Norwegian heritage and culture.
- Having members contact friends and family to extend personal invitations, following up with an email invitation and then following up again right before the event.
- Having members reach out to others who maybe interested with a personal invitation.
- Using a poster to announce the dinner to use for both paid advertisements and to display in Canby businesses and those in surrounding towns.
- Providing a delicious catered dinner.
- Having door prizes, for prospective members only, to add to the excitement.
- Providing information for attendees that included a printed program, a lodge information booklet and a partially completed application.
- Having Norwegian themed decorations on the tables and throughout the venue, with an emphasis on cultural skills, to ignite interest and generate discussion.
- Asking members to wear bunads to help contribute to the festive atmosphere.
- Providing Norwegian-themed entertainment with Stephanie Hendrickson, a hardanger fiddle player.
- Having an interesting program that included select members speaking about why they joined Sons of Norway, along with a presentation by the lodge's FBC, Garry Grorud.

## Membership Recruitment and Retention

# Two Approaches to Recruitment

## Two Success Stories (Continued)

### Nortanna 1-636

Nina Zak, Lodge Membership Secretary, thought that a New Membership Dinner was a great event to have in place of the next regularly scheduled lodge meeting. After getting the lodge board to endorse the idea, planning started. With only a month to make arrangements, there was a whirlwind of activity.

#### What contributed to their success?

- Having 2 announcements/advertisements in the local paper.
- Emailing all members explaining the event and encouraging them to bring interested friends and family.
- Calling members without email to get them on-board.
- Posting an announcement at local businesses.
- Encouraging the board to take the lead in bringing family and friends who were interested in joining.
- Having someone to circulate through the room, answering questions, helping with membership applications and encouraging sign-up (making the sale).

The event was very informal. While the dinner was catered and there was a short presentation by Len Carlson, Director of Agencies, the major activity was circulating among the attendees to answer questions and encourage membership. Out of the 19 prospective members in attendance, 11 joined.

#### A Common Approach

Both lodges used a personal approach to invite prospective members for the event. Because board and lodge members were urged to invite interested family and friends, those in attendance already had a familiarity with Sons of Norway. Not only did the prospective member receive a personal invitation to attend, they received a pre-event reminder. Those who did not join during the dinner were contacted to follow-up.

#### Remember!

A presentation by the FBC assigned to your lodge is one of the requirements for reimbursement. Whether planning a month before the event, or many months ahead, check with your FBC on their availability as soon as the date is determined.



**Check with your district to see if additional funds may be available for a recruitment event.**

## Retention tip - Break the ice at every meeting

Members enjoy chatting with old friends when they come to meetings. However, this may make new members or infrequent attendees feel left out. Here is a couple of ideas that may encourage members to mingle:

- Interview new members as a way of introducing them to the lodge.
- Interview a couple of lodge members at every meeting, on a rotating basis, to reintroduce them to their fellow members.
- Ask a question of the group, like “what the oddest or funniest thing that happened to you this week or this month?” or “what is the most unusual recruitment situation that you have encountered?” and have a few people share their answers.
- Have members raise their hand to a series of fun, non-embarrassing “Have you ever” or “Do you have” questions (for example: have you ever sung karaoke, ridden a horse, swam in a fjord, eaten frog legs, etc.)

Does your lodge do activities to encourage members to mingle and/or to make new members and infrequent attendees feel welcome? If so, please share your ideas with **Joe Eggers at Sons of Norway Headquarters** (800-945-8851 ext 697 or [jeggers@sofn.com](mailto:jeggers@sofn.com)) so that he can pass your idea(s) on to other lodges. Your lodge’s idea/activity may be featured in the monthly Recruitment & Retention Newsletter or in the Viking Resource.

## Membership Recruitment and Retention

# Spotlight on Volunteerism 2013

## What is Your Lodge Doing in the Community?

Will your lodge be volunteering in your community in 2013? If so, you are invited share your experiences again this year through *Spotlight on Volunteerism*.

Our lodges do a lot to make their communities better places to live, and we want to shine a spotlight on all that is being done. Throughout 2013, R&R will be showcasing successful community service projects in each issue to both highlight the great work our lodges are doing and to give inspiration to lodges looking for project ideas.

Does your lodge have a project you feel deserves recognition? Just let Sons of Norway Headquarters know. A simple volunteer project sheet can be found in the members section of the Sons of Norway website to help you describe your lodge's volunteer activity.

As with the entries in 2012, at the end of the year the lodge with the best volunteer story will be recognized and then featured in a 2014 issue of *Viking Magazine*.

Be sure to check out R&R for volunteer ideas or to see if your lodge is featured. To learn more about *Spotlight on Volunteerism*, check out the FAQ sheet in the members section. For help planning a volunteer project or to submit a story, contact **Joe Eggers** at [membership@sofn.com](mailto:membership@sofn.com) or (800) 945-8851 ext. 697, or (612) 821-4697.



### An Added Benefit

Use the volunteer project sheets, submitted to highlight your lodge's volunteer experiences, to help complete the Community Event worksheet that is a part of the Lodge Achievement process.

## Congratulations to the Winner

Check out the 2012 Spotlight on Volunteerism winner in the May 2013 issue of *Viking Magazine*.

**Noreg 3-466 in Marlboro, NJ** won for having a successful pancake breakfast at a local Applebee's Restaurant to raise money for the Boomer Esiason Foundation, which promotes Cystic Fibrosis research.

Honorable mention winners were Snorre 6-061 in Hayward, CA; Tordenskjold 2-005 in Spokane, WA; Kristiana 1-047 in Rochester, MN and Normanden 4-424 in Missoula, MT.

## Recognizing Recruiters

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Pins and certificates for those who introduced new members into Sons of Norway for 2012 have now been mailed out to lodge vice presidents. The majority of recruiters (1,311) earned a bronze pin for 1 to 4 new members; 45 recruiters earned a silver pin for 5 to 9 members; and 11 recruiters received a gold pin for recruiting 10 or more new members.

**Remember:** To qualify as a recruiter, a member's name and member number needs to be entered on the 'referred by' line of the application. A member can also receive credit for a recruit who joins online by having their member number entered in the 'referred by' box on the online application. New Heritage members, those up to 16 years of age, are not counted for recruitment pin awards or for any recruitment contests. New Unge Venner members, age 16 to 23, are included for recruitment awards, whether they paid dues or had their dues waived.

## Lodge Administration

## Privacy Guidelines

### 5 Tips for Protecting the Privacy of Your Officers and Members

Sons of Norway Headquarters receives a lot of questions about the issue of privacy. Many lodges want to know how best to protect member information, while still making it available for Sons of Norway use. Here are some tips on how to protect member information:

- Have your lodge discuss and implement a privacy policy. You can look at the one Sons of Norway publishes at <http://www.sonsofnorway.com/PrivacyPolicy.html> for an example.
- Whether you are printing a District/Lodge member directory or posting information online, placing verbiage on the page similar to the following is recommended:  
*“This information is for official Sons of Norway business use only. Use of this information for solicitation or commercial purposes is a violation of the Sons of Norway privacy policy and is strictly prohibited.”*
- If you are publishing member information (member’s name, birthdate, address, phone number or e-mail address) on a webpage or in a directory, alert the member of this ahead of time and give them the option to withdraw all or part of the information from publication. If the member has additional concerns about the availability of their information, have them contact Sons of Norway Headquarters.
- If you must list birthdate, publish only month and day. Never include a member’s year of birth.
- When dealing with the privacy of information related to minors (anyone under the age of 18, regardless of their membership type or status) it is important to obtain permission from the minor’s parents or guardians before sharing it. Also, as with adult members, include only day and month, and not year, when printing birthdates.

**The issue of privacy is complex. These five tips should help get the discussion started in your lodge and provide you with a basic framework for protecting the privacy of your officers and members.**

## Lodge Administration

## Replacing Membership Pins

### Options for Members

Do you have members who cannot wear the magnetic membership pins because they have a pacemaker? If so, members can replace the magnetic pin with a one that has the traditional back at no charge.

Do you have other members who have lost pins? If so, replacements can be ordered for most pins at no charge as well.

To order placement pins, please contact **Mary Henkels, Sons of Norway Supply Department** by email at [supply@sofn.com](mailto:supply@sofn.com) (preferred) or by phone at (800) 945-8851 ext 645.

## Lodge Administration

# Membership Dues

## Why are There Differences?

Yearly membership dues amounts vary. Let's take a look at the three components that make up a member's dues to see why variations exist.

**Q. I have a new member. What do I charge them for dues for my lodge?**

A. You can find your lodge's dues totals on the Sons of Norway website. Go to [www.sonsofnorway.com](http://www.sonsofnorway.com). Then, hover your mouse over 'Join Us' and choose lodge directory. Click on your district and then scroll down to your state, or just select your state from the drop down list. Your lodge's dues for Primary, Spouse and Unge Venner (dues paying) members are listed on your lodge's entry. Or, you can look it up in the paper lodge directory printed in the April issue of the *Viking*.

**Q. What are the components that make up our dues?**

A. When you pay your dues, the amount is divided up three ways. The following are breakdowns of International and District dues. On top of these dues, each lodge adds an additional amount for local lodge dues.

## International

All members pay International dues, but the amount varies by membership category. As of 1/01/2013 these amounts are:

**Primary:** \$32.00

**Spouse:** \$25.00

**Golden:** \$16.00

**Golden spouse:** \$12.50

**Dues Paying Unge Venner:** \$16.00

## District

All members pay district dues.

**D1:** \$5.50

**D2:** \$8.50

**D3:** \$10.50 (Unge Venner: \$5.25)

**D4:** \$6.00 (Unge Venner: \$3.00)

**D5:** \$7.75 or \$5.75 for those with financial products (Unge Venner \$4.34 or \$3.22)

**D6:** \$10.50, \$11.50 or \$12.50 depending on proximity to Camp Norge (Unge Venner: \$5.75, \$6.75 or \$7.75)

**D7:** \$5.50 CAD

**D8:** 130 NOK (Unge Venner: 65 NOK)

## Local Lodge

Each lodge decides how much to charge in addition to what is charged by international and the district. This is the amount that the lodge receives from Sons of Norway Headquarters monthly, when a member joins the lodge or renews their membership. Local lodge dues rates vary from \$0 to \$20.00. A lodge may charge all members the same or the amount may vary based on membership category. Changing the lodge's dues rate(s) require a change in lodge bylaws.

### Questions? Need additional information?

Contact **Sherry Gorse, Membership Services**, (800) 945-8851 ext 643 or [fraternal@sofn.com](mailto:fraternal@sofn.com).

## Lodge Administration

## Community and Fraternal Data 2012 Results

Thanks to all our lodges that completed page 2 of their Lodge Achievement forms. The data we provide to the American Fraternal Alliance helps gauge the many benefits Sons of Norway provides to its members and communities. In 2012, our lodges and districts reported 22,390 community events, 519,406 community hours and donated \$1,472,433 to support community events and charities. We also held 43,924 fraternal events, totaling 1,519,224 fraternal hours and supporting fraternalism with \$4,867,336.

To make it easier at the end of the year, start tracking your lodge's community and fraternal events now. Sons of Norway offers two helpful worksheets: the Community Event Worksheet and the Fraternal Event Worksheet. These can be obtained in the members' area of [www.sonsofnorway.com](http://www.sonsofnorway.com) under **Management: Forms: Lodge Forms** or by contacting Membership Services.

**Remember:** Larger numbers do not equal more points towards Lodge of the Year and smaller numbers do not mean that our tax exempt status will be taken away. Our goal is present accurate numbers in our annual report to the American Fraternal Alliance. Instructions and examples of how events should be reported can be found on the Community Event and the Fraternal Event Worksheets.

### Questions? Need additional information?

Please contact **Sherry Gorse, Membership Services**, (800) 945-8851 ext 643 or [fraternal@sofn.com](mailto:fraternal@sofn.com).

## Lodge Administration

## Celebrate Lodge Anniversaries April/May/June

4-143	Solglyt	Edmonton	AB	4/21/1913	100 Years
6-078	Snowshoe Thompson	Yuba City	CA	4/29/1963	50 Years



## Lodge Administration

# Youth Membership Categories

## Your Guide for Youth Joining Your Lodge

Do you have youth joining your lodge, but you are uncertain in which membership category they belong and what rights they have as members? Here is a handy guide to help you out:

### Unge Venner (Members 16 to 23)

All Unge Venner (dues waived and dues paying) can vote, hold office, serve on committees and be delegates to the district and international conventions. All Unge Venner receive a new membership card annually.

#### Dues-Waived Unge Venner

- Individuals aged 16 through 23 years old who live with a current member (do not have to be related).
- Individuals aged 16 through 23 years old who are directly descended from a current member as a child, grandchild or great grandchild (do not have to be living in the same household).

Dues waived Unge Venner do not receive their own copy of the *Viking*. A subscription is available for \$6.00 a year.

The dues status for these members is not tied to the status of their sponsor. If the person to whom they are related or with whom they are living discontinues his or her own membership, the free Unge Venner continues their dues waived status until they turn 24.

#### Dues Paying Unge Venner

- Individuals age 16 to 23 years old who do not have a qualifying relationship, can join by paying partial dues (varies by lodge, approximately ½ of the primary dues rate).

Dues paying Unge Venner do receive a *Viking* magazine subscription without having to make an additional payment.

The dues status for these members is the same as a regular dues paying adult. They receive an annual dues renewal notice.

### Heritage Members (Members age 0 to 15)

- Individuals age 0 to 15 with a relative who is a current member qualifies for a free Heritage membership. The relationship does not have to be linear.

The dues status for these members is not tied to the status of their sponsor. If the person to whom they are related discontinues his or her own membership, the free Heritage member continues their free status until they turn 16.

A Heritage membership cannot be purchased.

Heritage members cannot vote, hold office, serve on committees and be delegates to the district and international conventions.

Heritage members who have turned 16 and do not become an Unge Venner are cancelled and no longer appear on lodge membership lists.

Heritage members receive a membership card when they join. They do not receive an a new card every year. They will receive a card if they continue their membership when they turn 16.

### Questions? Need additional information?

Contact **Sherry Gorse, Membership Services**, (800) 945-8851 ext 643 or [fraternal@sofn.com](mailto:fraternal@sofn.com).



## Lodge Administration

# Juvenile

## What is This Membership Category?

Sons of Norway has many membership categories. Among the least understood is the 'Juvenile' designation.

### What is a Juvenile?

- Juvenile is an insurance category for people ages 0 through 21 who have a Sons of Norway Juvenile Insurance policy.
- Juveniles are not voting members of the lodge, cannot hold lodge officer positions and do not receive the *Viking* magazine.
- Even though these insurance holders are not officially social members, they are sometimes included when Sons of Norway counts the number of members in the lodge. For example, they are counted towards the total cited at the bottom of the Lodge Member Activity Report every month. They also appear on lodge membership listings, with the Juvenile category designated.
- However, because they are not voting members, Juveniles are not included in the totals used to determine delegate count representation at district and International conventions. They also are not included in the numbers used to determine lodge growth for the Lodge Achievement Awards.

### Age related status

- Between the ages of 0-15, Juvenile members blend in with Heritage members because neither can vote or hold office.
- When a Juvenile turns 16, they remain a non-voting member only. A Juvenile who turns 16 is not cancelled from lodge membership listings nor are they removed from Juvenile totals on the monthly member activity reports.
- When they turn 21, they will be cancelled and removed from the membership list if they do not become an Unge Venner.

### Making a Juvenile a voting member

- Once they turn 16, a Juvenile member can apply for membership as an Unge Venner. A card is sent inviting them to do so.
- If they have a parent, grandparent or great grandparent who is currently a member, than they can become a dues-waived Unge Venner.
- If they don't qualify for a dues-waived membership, they can join as a dues paying Unge Venner. The membership fee for dues paying Unge Venner varies from lodge to lodge.
- As an Unge Venner, they are counted towards end of the year totals used to determine delegate.
- Changing a Juvenile to an Unge Venner will not affect their insurance policy.

### **Questions? Need additional information?**

Contact **Sherry Gorse, Membership Services**, (800) 945-8851 ext 612 or [fraternal@sofn.com](mailto:fraternal@sofn.com).

## Lodge Administration

# Affiliate Membership

## Double Dipping is OK!

Affiliate membership allows an individual to belong to two lodges at the same time.

### Application Process

- The membership or financial secretary of the affiliate lodge provides the member with an Application for Affiliate Membership (#AAM3028) to complete. The member should fill out the top part of the form and return it to the lodge.
- The membership or financial secretary then fills out the Affiliate Membership Card, which is the bottom half of the form.
- The card is separated from the top part and given to the affiliate member. The top part of the form is kept for lodge records.
- The lodge should collect affiliate dues from the member at this point. Dues for affiliate members are annual and equivalent to the local lodge portion of regular dues.
- If the lodge would like Sons of Norway Headquarters to bill the affiliate member annually for this portion in the future, they should contact either the Membership or Sons of Norway's Accounting Department.
- If the lodge wants to bill the affiliate member themselves, they should make a note to bill the member annually for affiliate dues on the anniversary of their induction as an affiliate member.

### Affiliate Members' Rights

Affiliate members have all the rights of other lodge members with the exception of voting on or becoming delegates to the district convention. However, a lodge may make changes to the rights held by its own affiliate members, restricting them from holding officer positions or from voting in elections or on certain lodge matters, etc. These discretionary changes need to be reflected in the local lodge bylaws.

### Membership Lists and Labels

Affiliate members are not included on membership lists or labels provided by Sons of Norway Headquarters.

### ***Questions? Need additional information?***

Contact **Sherry Gorse, Membership Services**, (800) 945-8851 ext 643 or [fraternal@sofn.com](mailto:fraternal@sofn.com).

## Lodge Administration

# Changing Lodge Bylaws

## A Handy Reference

### Is your lodge planning to:

- Change lodge dues?
- Accept members upon the payment of dues?
- Change from having a financial secretary to a membership secretary?
- Define the rights of affiliate members?

### If so, follow these steps to update your lodge bylaws:

- 1) Appoint a bylaw committee to review the current bylaws and recommend any change(s). (Reviewing lodge bylaws every 2 to 3 years are suggested.) Appointment of the committee is done by the lodge board.
- 2) Present proposed bylaw change(s) in writing and by reading at a business meeting.
- 3) Schedule a vote on the proposed change(s) to take place at a future meeting.
- 4) Notify all lodge members, in advance, about the proposed bylaw change(s) and when the vote on the change(s) will be conducted.
- 5) Vote on the proposed change(s). A two-thirds majority vote of the members present is required to adopt, repeal or amend the bylaws.
- 6) Submit the bylaw change(s), with the appropriate signatures (i.e. president, secretary and bylaw committee) to Liz Reque at Sons of Norway Headquarters to be approved by CEO Eivind Heiberg and Legal Counsel.
- 7) Provide a copy of the bylaw change(s) to the district secretary
- 8) Wait for approval.

### Want to speed up approval?

- Use the new Local Lodge Bylaws form (D57) available in **Lodge Management: Lodge Forms** in the members section of [www.sonsofnorway.com](http://www.sonsofnorway.com).
- Strike-through any language that is being removed and underline or highlight any new language.
- Do not include other correspondence in the same envelope with your bylaw change(s).
- Address the envelope to: Bylaw Change, Sons of Norway Headquarters, 1455 West Lake St., Minneapolis, MN 55408.

### What should be in your lodge bylaws?

Only laws unique to your lodge belong in your bylaws. This includes such things as dues structure, special membership fees (application fees), officer structure (membership or financial secretary), membership acceptance requirements (vote on membership or membership granted on the payment of dues) and the rights of affiliate members. Lodge rules and procedures should be maintained separately and should not be included in your lodge bylaws.

### Questions? Need additional information?

Please consult the Sons of Norway Charter, Constitutions and Procedures, available on [www.sonsofnorway.com](http://www.sonsofnorway.com) or contact Sons of Norway Headquarters at (800) 945-8845.

## Lodge Administration

# Lodge Achievement Process

## How the Process Works

Tusen Takk to all the hard working lodge secretaries who completed their Lodge Achievement forms for 2012. The forms have been scored by the Zone Directors, who passed them along to the District Presidents for their further scrutiny. The forms will be sent to Sons of Norway Headquarters, where the scores are recorded and merit awards determined.

In case you are curious, here is the how the process works and who is responsible for each step along the way:

### Local Lodge

In November, the Lodge Achievement Forms and Family Lodge Achievement Forms are mailed out to all Lodge Secretaries

With the help of fellow lodge officers, Lodge Secretaries complete the forms and mail them to their Zone Directors by March 1st.

### Zone Directors

In February, Zone Directors receive their special scoring forms from Sons of Norway Headquarters.

Once the Zone Directors have received the majority of the reports from the lodges in their zone or by March 10th, whichever comes first, they forward the American Fraternal Alliance (AFA) data to Sons of Norway Headquarters.

Zone Directors then complete their forms for Lodge Achievement.

The Zone Directors' forms, along with the Lodge Achievement and Family Lodge of the Year forms from the lodges are sent on to the appropriate District President by March 15th.

### District Presidents

District Presidents receive a scoring form for each lodge from Sons of Norway Headquarters by March 15th.

District Presidents complete their forms and, based on these scores, determine the Lodge of the Year and Family Lodge of the Year Winners for their District.

District Presidents forward all forms to Sons of Norway Headquarters by April 15th.

During convention years, District Presidents receive the Merit Award certificates at the spring board meeting (certificates are for the two previous years).

During convention years, District Presidents are mailed the District Lodge of the Year plaques for presentation at that year's District Convention (plaques are for the two previous years).

### Sons of Norway Headquarters Staff

AFA data from page 2 of the Lodge Achievement form is entered into spreadsheets and totaled by March 15th.

After April 15th, Lodge Achievement and Family Lodge of the Year scores are tabulated and Gold, Silver and Bronze Merit Awards are determined.

District Lodge of the Year and Family Lodge of the Year winners are recorded.

AFA data is organized along with population information by state and submitted to the AFA in May.

### Sons of Norway Headquarters Staff (convention years)

The top scoring lodge forms and materials from each district for the two previous years are readied for examination by the International Officers at the spring board meeting.

Gold, Silver and Bronze Certificates are created and provided to the District Presidents at the spring board meeting.

District Lodge of the Year and Family Lodge of the Year plaques are ordered and sent to District Presidents for the presentation at the district conventions.

International Lodge of the Year plaques are ordered for presentation at the International Convention in August.

### International Officers (convention years)

The International President and International officers determine the International Lodge of the Year Awards at the spring board meeting for the two previous years.

Plaques for the International Lodge of the Year for the two previous years (large lodge and small lodge) are presented at the Sons of Norway International Convention.

## Lodge Administration

# Welcome a New Team Member

## Kaitlin Lange, Cultural Coordinator

The Fraternal Department at the Sons of Norway has a new addition to the culture team. Kaitlin Lange, who is replacing Colin Thomsen, will be working with members and lodges as the new Cultural Coordinator.



Kaitlin Lange is a recent graduate from the University of Minnesota's Honors Program. Constantly curious about the stories of people's lives, Kaitlin pursued a B. A. in both English and Anthropology. While at school her interest in cross-cultural understanding led Kaitlin to travel to Europe, Africa and all over the United States. While Kaitlin is not Norwegian, she grew up learning to appreciate Norwegian culture from her cousins and neighbors in Detroit Lakes, Minnesota.

Previously an intern for the Fraternal Department, Kaitlin started at Sons of Norway working on the NorwayConnects website. Since her first day at Sons of Norway, Kaitlin has enjoyed familiarizing herself with the organization and its many programs. Kaitlin is looking forward to assisting and getting to know members and lodges as she works on the Cultural Skills, Sports Medal and Barneløpet programs.

We at Sons of Norway Headquarters are all very excited to welcome Kaitlin to the team full-time and are looking forward to working with her. If you wish to extend your own words of welcome, feel free to email Kaitlin at [klange@sofn.com](mailto:klange@sofn.com) or call (612) 821-4642 or (800) 945-8851 ext. 642.

### Where is Colin?

Since 2005, Colin Thomsen has been answering members' questions about Norway, past and present, along with explaining customs and traditions, helping with media selection and advising on the Cultural Skills Program. Last year Colin returned to school to pursue a law degree. After months of juggling his school schedule, while continuing to work at Sons of Norway, Colin decided to become a full-time student. His extensive knowledge and expertise about Norway that he shared with members as cultural advisor will be missed. Please join us in wishing Colin well as he continues his studies.

Sons of Norway Foundation

## Foundation News

### 2013 Local Lodge Partnership Grants

The Sons of Norway Foundation helps lodges by offering grants to support quality Norwegian-themed programming. These are matching fund grants, with a maximum award of \$1,000.

#### How are winners selected?

The winners are selected by a committee appointed by the President of the Sons of Norway Foundation. Award decisions are based upon the lodge's record of activities, adherence to the goals and objectives of the Sons of Norway Foundation, and to what extent the proposed project will benefit lodges and members of Sons of Norway.

#### What is the application procedure?

The deadline for submitting an application is January 15. Applications must be submitted using the on-line form found at **Foundation: Grants: Local Lodge Partnership Grant** on the Sons of Norway website ([www.sonsofnorway.com](http://www.sonsofnorway.com)) Paper applications will not be accepted.

#### What Projects Were Awarded in 2013?

Check out the Local Lodge Partnership Grants awarded in 2013 to see what kinds of things the Foundation supports. These may give you ideas on what your lodge may do for next year. Donations by individual members and lodges to the Heritage & Culture Fund make these grants possible.

1. Fagerness 5-616	Parade Float refurbishing	\$200
2. Fedraheimen 4-140	Lodge Centennial Celebration	\$400
3. Fjordland 1-508	Hjemkomst Museum Festival	\$350
4. Fossen 5-534	Kaffe Stua	\$135
5. Gyda-Varden 4-021	Norwegian Language Class	\$125
6. Heim 4-178	Rosemaling for Beginners	\$200
7. Heimskringla 1-012	Ole Oleson Immigration Show	\$200
8. Hovedstad 2-094	Olympia Norway Day	\$400
9. Lodsén 4-138	100th Lodge Anniversary Event	\$400
10. Maine Nordmenn 3-664	Scandinavian Days Event	\$200
11. Morgensol 1-458	Norwegian Classes	\$100
12. Nordic Pines 6-167	Folk Dances of Norway	\$300
13. Oslo 2-035	Viking Boat Preservation	\$300
14. Polar Star 5-472	Rosemaling Workshop	\$400
15. Sverdrup 4-107	Cultural Skills Video purchase	\$100
16. Tusenvann 1-659	Syttende Mai Banquet	\$250
17. Vinland 1-193	International Food Fair	\$300

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**Total Awarded**

**\$4,360**

#### Questions? Need additional information?

Contact **Cindy Olson, Foundation Director**, (800) 945-8851 ext 632 or [foundation@sofn.com](mailto:foundation@sofn.com).

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