

VIRGINIA

LOUDOUN COUNTY

HOME DEM. AGENT ANNUAL REPORT

1933

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ANNUAL NARRATIVE REPORT  
HOME DEMONSTRATION WORK  
LOUDOUN COUNTY  
VIRGINIA

1933

Matilda Garner,  
Home Demonstration Agent, *Leesburg,*

December 1, 1932----December 1, 1933

HOME DEMONSTRATION AGENT ANNUAL REPORT

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### EXPLANATORY STATEMENT

This report includes work done by my predecessor, Miss Penelope Morgan, who served 4 months, and my activities as assistant agent for 1 month and <sup>as</sup> agent for 7 months.

### III. PERSONAL REPORT SUMMARY

In conducting the home demonstration activities in Loudoun County in 1933 the agent has spent 107 days in office work; in this time 737 individual letters have been written, 112 circular letters have been prepared with a circulation of 2,351. New articles have gone to press each week bearing information on timely subjects, report summaries, interesting events and notices. 72 articles have been published. One helpful means of conveying information has been through the distribution of 1,030 bulletins and booklets which related to subjects treated at demonstrations. Number miles traveled 8,226.

The 201 days spent in field work has included such activities as conducting meetings, demonstrations and in visiting 556 homes 424 different homes were visited. 337 visits have been made to the office of the home demonstration agent by club members requesting home demonstration assistance, individual <sup>and</sup> welfare cases.

Meetings held during the year are as follows:

8 training meetings held for local committeemen in adult work with an attendance of 136. In junior work 5 training meetings were held with an attendance of 47. 151 method demonstration meetings have been held with a total attendance of 2,430. At

result demonstrations, 9 meetings were held having an attendance of 120. One annual achievement day for women was held with an attendance of 225. Extension exhibits were shown at 2 events, namely, the achievement day and county fair. 49 other meetings of extension nature were participated in by the agent, the attendance was 612. Adult local leaders held 9 meetings with an attendance of 186, without the agent. 4H leaders held 6 meetings without the agent, with an attendance of 60. The total number of all meetings held was 237 with a total attendance of 3,718.

#### IV. STATUS OF COUNTY EXTENSION ORGANIZATION

##### 1. County Organization Giving Financial Support To Home Demonstration Work

The financial support of the home demonstration work in Loudoun County is derived from two sources; the County Board of Supervisors, composed of one representative from each magisterial district and the Loudoun Health Association. This organization is made up of public spirited citizens interested in promoting public health and better farm home conditions in Loudoun County. Mr. Daniel E. Sands, Middleburg, is president; Miss Charlotte Noland, Middleburg, Treasurer.

##### 2. County Organization Supporting The Work

In addition to the support given by the County Board of Supervisors, and the Loudoun Health Association, two other organization participate in fostering the progress of the work in Loudoun County; The Home Demonstration Advisory Board and Council of the 4H Clubs.

a. The County Advisory Board constitutes the executive body of advisors to the home demonstration agent. The board consists of two members at large from each district, together with the presidents of local clubs, making a total membership of 32. The function of the board is to actively promote home demonstration work by determining the program for the year. In addition to this, the board plans county events, such as campaigns and the annual Achievement Day. It finances the trip of one member to the Virginia Homemakers Association held annually at Virginia Polytechnic Institute, Blacksburg, Virginia. This board sponsors 4H club work by promoting its interest. The board met 4 times during the year with attendance of 61.

b. 4H Club Council

The 4H Council is the executive body of the county 4H clubs. The membership is composed of officers of the local clubs. Therefore the membership varies according to the number of local clubs. The membership this year was 24, there being 8 local clubs, each having three officers in the 4H Council. The local 4H leaders are honorary members of the Council, in an advisory capacity, without the privilege of voting. The Council met three times.

The function of the Council is to determine objectives and projects for the county wide program. It promotes and sponsors 4H club work. It plans county events and contest.

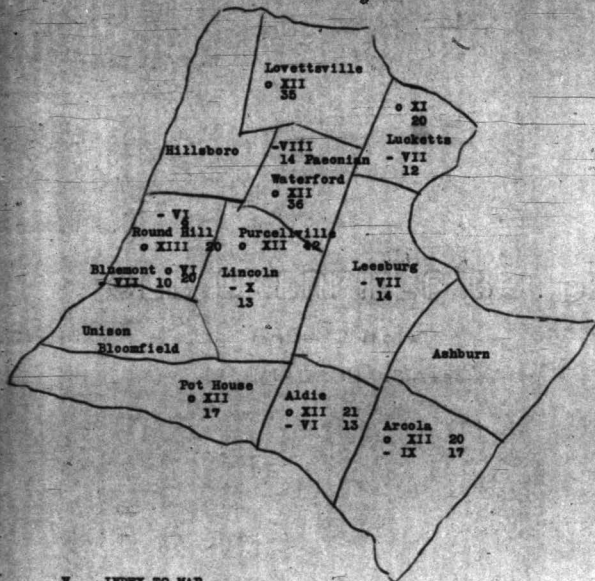
c. General Policies and Relation with Other Organizations

The general policies of the home demonstration agent are to promote recommended policies and practices of Extension

Services; to make recommendations to local clubs concerning the selection of projects and programs and to help in executing their plans; to stimulate the local clubs to high standards of club work and to foster highest ideals in home, church, school and public life.

Assistance is often rendered to organizations such as community leagues, local Red Cross Chapter, Parent-Teachers Associations and garden clubs, etc. Two community leagues received assistance from the agent in setting up their new year's program. The agent helped the Red Cross Chapter by reporting family needs, having club women sew for the poor and by distributing food and clothing to relief families. The relief garden project in Loudoun was partly financed by the local Red Cross and the agent cooperated with the Red Cross by overseeing this project. All of these organizations are in turn very cooperative with the agent in every possible way.

COMMUNITY MAP  
OF  
LOUDOUN COUNTY



V. INDEX TO MAP

- \_\_\_\_\_ County and Community Boundaries
  - o Community Home Demonstration Clubs
  - Community 4H club
- Roman numeral is number of meetings held  
Arabic \* \* \* membership

## 2. Women's Work

### a. Formation of Program and Outstanding Work of Advisory Board.

The Advisory Board met on November 17, 1932 in the Director's Room of the Peoples' Bank for the last quarterly meeting of the year. The purpose of the meeting was to decide on the Major and Minor Projects for 1933. In addition to regular Board Members, each club was represented by a committee, making a total attendance of 33. Miss Penelope Morgan, Home Demonstration Agent made a report of the work of the previous year. Miss Belle Burke, District Home Demonstration Agent, then explained the projects for the coming year, after which each committee present was given an opportunity to decide on its preferences. After some discussion the group decided that its Major Project should be on thrift measures especially along the lines of vegetable gardening, bread making from local flour, cheese making from surplus milk, care of clothing and remodeling, and food preservation.

Miss Maude E. Wallace, State Home Demonstration, talked to the group on objectives for the coming year and led the discussion which followed on selecting the county objectives for the coming year. The following were adopted:

<u>Objective</u>	<u>Accomplishment</u>
1. Hundred per cent attendance at leader training and Advisory Board Meetings.	1. 80% attendance

- |   |   |
|---|---|
| <p>2. Two meetings during the year to be held by leaders without agent being present and agent to report and give credit to club for work accomplished during time.</p> | <p>2. 9 clubs held one meeting each without agent.</p>  |
| <p>3. Each club to have organized plan for relief</p>   | <p>3. Each club has done relief sewing for local Red Cross Chapter. Promoted gardening, canning, bread making, cheese making among relief families.</p> |
| <p>4. Each club to sponsor a 4-H club</p>   | <p>4. 4 women's clubs sponsored 4-H clubs.</p>  |
| <p>5. Continue plan of trying to reach more young mothers</p>   | <p>5. Not an outstanding accomplishment</p>   |
| <p>6. Reach more homemakers.</p>  | <p>6. 471 homemakers reached directly; 379 indirectly.</p>  |
| <p>7. Program made out by January 1st.</p>  | <p>7. Programs made out by January 1st.</p>   |
| <p>8. Be of good cheer</p>  | <p>8. Not as much "fun" planned as should be.</p>   |
| <p>9. Each club be represented at Blacksburg at the Homemakers' Meeting.</p>  | <p>9. Eight clubs had delegates to attend Homemakers' Association</p>   |

The existing economic condition led to the formation of the program. It was generally felt that food production should be stressed. A county wide campaign in gardening was decided upon and it was a recommendation to each local club that there be a garden committee to give timely helps on gardening in each club meeting. It was also recommended that relief families be encouraged to plant summer and fall gardens.

b. Enrollment for the Past Two Years

YEAR	MEMBERS		NUMBER CLUBS
	TOTAL NUMBER		
1932	403		10
1933	471		9

c. Project Activities and Results

1. Food Preservation-----

Food preservation has been emphasized more than any other phase of foods work. Women have been encouraged to do "Balanced Canning", thereby providing a better balanced food budget. As a result, in canning 28,695 quarts containers have been filled by home demonstration women. Relief families report 16,126 quarts filled. The grand total of containers filled is 44,721.

The Central home demonstration club reports that in food preservation 2,962 quarts were filled. The leaders conducted a meat canning demonstration without the agent with an attendance of 24 homemakers. The women of this same club have

helped 22 other homemakers in canning.

Each home demonstration club has provided some canned food for hot lunches in W county schools. The Bluemont home demonstration club not only provided surplus food for the two room school in their community, but they helped finance the project and helped prepare and serve the food. 617 quarts of food were contributed toward hot lunch project by county home demonstration workers.

## 2. Clothing

Some clothing work has been done in clothing as a minor. The care of clothing by home methods of dry cleaning was demonstrated in 6 clubs. 288 garments have been cleaned at a saving of \$160.75.

Another phase of clothing work has been the refinishing of 41 hats by members of the Aldie, Lucketts and Central club members. This represents a saving of \$30.75.

Although remodeling clothing has also been taken as a minor 345 garments have been remodeled and 377 new garments made.

The best clothing meeting was held in Leesburg, September 4th when the state clothing specialist and the home demonstration agent assisted women in remodeling 16 garments.

## 3. Home Management

This project was not adopted as a part of the years program except to the extent that the home agent endeavored to have three women in each club keep home accounts. Nine women reported having kept home accounts.

Soap making was continued from last years demonstrations and 14 relief families have made 110 pounds. 46 home demonstration women report having made 943 pounds. Estimating that one can make ten pounds of soap at a cost of 15 cents it may be calculated that this same amount would cost 45 cents if purchased locally. Therefore the saving has been 30 cents per 10 pounds or \$28.02 for the 934 pounds made.

#### 4. House Furnishing

Only three clubs have done something in house furnishing as a minor project. This was along the line of reseating chairs, using bleached burlap, making chair mats, rugs and other house furnishing articles. 12 chairs were reseated; 15 articles slip covered or upholstered; 15 articles or sets of linens were made; 24 rugs and chair mats made and 6 other articles made. The total cost of all being \$27.85 and the saving has been \$43.50.

#### 5. Home Gardens

Special emphasis has been placed on vegetable gardening through a county wide campaign. There were 10 community demonstration gardens, that were very helpful in showing others what a home garden should include. The interest in gardening has been keener than ever and it is impossible to say to what extent people have really profitted by this project. One outstanding result has been the growing of more fall greens and root crops, in more different homes.

More than half of the 110 relief families reported more vegetables for family use and a surplus to can than they have had before.

One tenant family reports on her garden as follows: -----

PLANNING MY GARDEN

I had not made any plans for my garden when I was invited to attend a home demonstration meeting on gardening at Leesburg, February 13th. So I came home and began to make plans for a demonstration garden. First I ordered seed catalogs, second I got my husband to help me give the garden a good coat of barn yard manure. Then I cleaned all around the fence and burned trash. I thought this would help control pests.

I got the garden plowed March 30th. Then my real work was at hand. I want to say here that with the children's help I planted everything in my garden including potatoes. Of course I planned my work so the children could help after school. I planted one gallon of onion sets and raised five bushels of grade A onions.

In my summer garden I planted string beans, lima beans, beets, cabbage, carrots, corn, cucumber, lettuce, onions, peas, potatoes, tomatoes, <sup>sweet</sup> potatoes, squash, rhubarb, radish, and spinach.

The home demonstration club held a meeting at my garden July 19 on pest control, which was successful.

I used magnesium arsenate for pest control with very good results.

In early July I began to plan my fall garden. This year is the very first time I have had a good fall garden. I think it is well worth the effort, when I have available from my garden a good supply of fresh green vegetables. At present I have available.

green and leafy

lettuce  
turnip salad  
cabbage  
kale

fruit

string beans  
lima beans  
tomatoes  
cucumber

root

potatoes  
sweet potatoes  
radish  
beets  
parsnips  
carrots  
onions.

New vegetables which I have grown for the first time consists of spinach, yellow wax beans, golden bantam corn, white cucumber, sweet potatoes and curly kale.

There are eight of us in the family, six children and two adults. I did my canning on the budget plan. I have canned 336 quarts of fruit and vegetables, and I have not finished canning. Have pears and apples to can now.

I planted one bushel potatoes seed and from which I dug eleven bushels of potatoes, which I stored. I also stored 15 lbs dried beans.

I want to add that I raised some very pretty flowers in my vegetable garden. They were planted around the fence. I am especially proud of my fire bushes. They are the largest I have ever seen.

I have the Home Demonstration Agent and workers to thank for what success I have had as a demonstration gardener, for without their help I could never have accomplished as much.

(This report was submitted by Mrs E. H. Wince of the Pot House Home Demonstration Club, Middleburg, Va. September 27, 1933)

#### 6. Beautification of Grounds

Several members of the Leesburg Garden Club have given helpful talks to groups interested in growing annuals. One home demonstration woman has begun to improve an unsightly lot in front of her home by planting shrubbery, trees and flowers. 6 meetings were held on flowers with an attendance of 93. Home Demonstration women have planted 75 dog wood trees. The arrangement of flowers and a better selection of flowers was a direct result of this project. The women were so interested in flowers that they included flower arrangement as a part of the Achievement Day exhibit when 26 women made entries.

#### 7. Community Activities

The outstanding community activity promoted by home demonstration clubs has been providing hot lunch in 9 county schools which has reached 309 children. 617 quarts of surplus food has been canned for this purpose, and other foods donated such as milk, cocoa, potatoes and vegetables.

The Blument club has accomplished the most with this activity. Each patron of the school was asked to do some canning for the school lunch or <sup>to</sup> contribute food. 188 quarts were canned. Twenty one dollars was raised by the group to help finance the project.

Home demonstration women have been very active in other community activities such as providing Christmas gifts for underprivileged children, collecting and distributing food and clothing for relief families, by encouraging relief families to grow home gardens and by showing them how to can surplus food.

#### d. Leader Training

8 leader training conferences were held with adults in major subjects such as cheese and bread making, gardening, canning and clothing. The leaders have added interest to local club meetings by giving part of the demonstration with the agent assisting and by taking entire charge of one meeting without the agent present. These meetings handled by the leaders without the agent were highly successful. In the Central club the meeting conducted by leaders was on Meat Canning. The interest was keen and the attendance was 24.

Another outstanding accomplishment of one of the leaders, in the Central Club, was her success with a demonstration garden. Her garden was a well balanced garden, having in it an excellent choice of spring, summer and fall vegetables. Quoting from this member's garden story, "We have reached 60 families through visitors to our garden, assisting with seeds for other gardens, visits to gardens to give assistance and in helping with pest control methods". Have aided 10 women to do better canning. Have assisted 5 families with fresh vegetables from our own garden". This leader valued her garden at \$125.00. She sold \$10.00 worth of surplus vegetables and canned an adequate amount for her family of four. The total cost amounted to \$7.75 as follows: \$1.50 for plowing, \$1.25 for fertilizer; \$1.00 for spray material and \$4.00 for seeds and plants.

This particular leader won a steam pressure cooker for having the best demonstration garden in the Northern Virginia District.

e. State Homemakers' Association

Eight of the nine womens clubs were represented at the homemakers meeting held at the State Agriculture College the first of August. There were 12 women and 2 girls in attendance from Loudoun. These representatives came back to their communities with renewed enthusiasm, and are helping to broaden the activities of their group.

f. Fairs

The fair association solicited the cooperation of the home demonstration clubs in putting on an exhibit at the county fair September 6th, 7th, and 8th. Plans were made by the Advisory Board as to the type of exhibit, and it was decided to make the booth an educational one. The subjects chosen were: Home Made Stirred Curd Cheese, Bread from Local flour, a Manning Budget for a Family of Five and Uses of Bleached Burlap Bags.

Catchy placards called attention to possibilities demonstrated by the exhibits. The cheese exhibit attracted the greatest attention. A placard above an exhibit of home made cheese read: "Homemade Cheese". On a shelf to the lower left side the equipment needed was displayed, with a placard reading: "Easy to Make". On a table samples of cheese were available to those wishing it. A club member stayed at the table to give explanations of the exhibit to those interested in making cheese, and she furnished a recipe to many who requested it. <sup>She met</sup> 476 pounds of cheese has been made in 23 homes in the county.

5. Achievement Day

The achievement day is an annual eventful occasion for the women in home demonstration clubs. This year the program was held in the Leesburg High School auditorium on October 6th.. Canning, Cheese, Vegetables, Bread (made from local flour) and Flowers were attractively displayed. The garden display was exceptionally good and proved to be a good demonstration of what may be available from a fall garden. 24 garden exhibits were made.

The exhibit is always one interesting feature of Achievement Day, but the reports on accomplishments from each club gives an opportunity for the clubs to know what the outstanding activities have been during the year. This year a two and one half dollar scholarship was awarded the club submitting the best achievement report. Pot House club received this award. A program of this event is attached under VIII.

## H. Relief Work

The relief work administered by the home demonstration clubs has been in cooperation with the local Red Cross. The relief program specifically designated to the home demonstration agent was the supervision of relief gardens. The seed were secured with funds made available by the local Red Cross Chapter and a private individual. In conducting this project the Red Cross chairman in each ~~county~~ district, and local garden leaders from home demonstration clubs assisted in distributing seed and over seeing the gardens. 110 families were supplied seed. Each family grew an excellent supply of summer vegetables and when the gardens were checked on in September 63 families had fall gardens with kale, spinach, parsnips, salsify and turnips. In order to help these families with canning for the winter food supply special canning meetings were held by the agent, leaders and the county social case worker. 20 meetings were held. <sup>(total of)</sup> 132 families were assisted in canning and 16,026 quarts have been filled, 11 families were taught to make cheese. 14 assisted in soap making. 65 assisted with clothing problems. 760 garments were made for relief agencies and 172 garments remodeled. Another year the women want to continue to encourage better gardens among relief families and some clubs are going to undertake to have these families improve their poultry flocks.

### 1. County Wide Campaign

A garden campaign was promoted by the county clubs in which 51 enrolled. These contestants had a material influence on their neighbors in getting them to adopt better

garden methods. There were 10 demonstration gardens in ten different communities, and these demonstrators have related story after story to the agent of direct influences their garden had upon their neighbors. The garden contest terminated at achievement day when an exhibit was made and prizes awarded.

#### J. Best Club Program

The Pot House club was declared the champion club at the annual achievement day. Their program has consisted of demonstrations in gardening, bread making, food preservation and care of clothing. They adopted their program by January 1st. This club fixed up a club room in which to hold their monthly meetings. It has been furnished and improved with funds made available from a benefit which the women put on. The women made the improvement themselves and had much fun doing it.

Another project promoted by this club was to hold a canning day for the hot lunch for their community school. The women also assisted with preparing and serving the lunch.

10 members from this club attended achievement day and 10 exhibits were made. 5 women entered the International Canning Contest from this club.

Pot House club has the distinction of having leaders present at all 8 leaders conferences and a representative at Advisory Board Meeting each time.

#### K. Special Contests

Loudoun women took an active part in state canning contest. 27 enrolled in the Mallie canning contest, 9 enrolled in the Dixie contest and 11 enrolled in the Kerr contest. A requirement

of all of these contests was to can by a Budget. This proved to be a most instructive requirement because it encouraged the women to do balanced canning. All of the contests closed with exhibits at the achievement day with local prizes being awarded. Entries were made in the district contest and the first award in the Dixie contest came to Loudoun.

Thirty-four women sent exhibits to the International Canning Contest displayed at the World's Fair in Chicago. However, no awards were received by these contestants.

1. Recreation

The program in clubs are spiced with recreational features when ever possible. When clubs find a time limit for the more serious phases of work, they arrange for special recreational events at intervals. One club has a tea every four months in addition to short recreational features on their regular program. The most interesting recreational features have been guessing games, contests and music.

3. GIRL'S WORK

a. Enrollment

The number of organized clubs have declined in number rather than swelled in 1933. Reports show that of 1582 girls in Loudoun, 220 were enrolled <sup>in</sup> club work in 1931. In 1932 there were 236. In 1933 there were 92 girls enrolled and 9 boys. The club membership was from ten to fifteen age group.

b. Clothing

Up through March <sup>the</sup> <sup>the</sup> chief project activity was care of clothing.

Beginning in April clothing construction was started. Of the 92 girls enrolled, 87 completed the requirements in clothing construction. The 8 groups doing clothing work selected the member making the best dress and she entered the county dress contest. In the county contest there were eight contestants and a first year ten year old girl won first place. She entered the district contest.

In clothing construction, 87 new garments were made by club girls at a cost of \$34.36, with a saving of \$61.64. Some members have remodeled garments as a thrift measure rather than spend for new ones; 100 garments have been remodeled. The leader in Lincoln club helped her girls refurbish hats and this proved a helpful undertaking for six girls who made old hats into useful ones. Thirty-two garments were dry cleaned by 6 girls who found it more economical to do their own cleaning.

#### c. Gardening

Nine boys grew gardens with the sole aim of providing more food for home use. Each one met the requirements of growing for home use two leafy vegetables, three root crops, cabbage and tomatoes. The nine boys taking this project were members of poor families, and it was a great help to them to receive some encouragement. A home demonstration club member lived near homes of four boys and her demonstration garden was very helpful to them.

#### d. Food Preservation

Forty-three girls have helped in providing the family food supply by canning. The members of the Paeonian Springs

Club did some canning for the school lunch. Girls doing food preservation work have filled 2,124 containers. One meeting on food preservation was held in each of the eight clubs.

e. Meetings

One of the causes of the break down in club organization in Loudoun has been a suitable time and place for meetings. They were held in schools, chiefly during recreational hour, and the members did not have the opportunity to put on programs as they wished. Consequently the project side was over emphasized and the recreational and social side neglected. At the same time several clubs did have some excellent meetings with members participating. The Lincoln club had the advantage of a club room and they had programs and project meetings separate, even though a school recreation period was used for the meeting time.

Fifty-two club meetings have been held with 48 clubs.

f. Club Activities

The chief recreational activities in club groups have included games, community singing and several club enjoyed picnics. The Round Hill club had the most successful picnic. The meeting was held at the home of a former home demonstration agent. The club met at four-thirty and a recreational period was greatly enjoyed until six. The members enjoyed cooking supper over an open fire, and afterwards quiet games led by different club members.

g. Leader Training

Five leader training conferences were held. The leaders in four clubs have helped splendidly in giving perfect instruction and helping club members with program responsibilities.

The Lincoln leader has been the most active worker. Her success is due to her ability to have members take responsibility.

## VI. CONCLUSION

### a. Girl's Work

The girls work has suffered because of poor organization which naturally decreased interest. An effort to revive interest is being made, to secure more active leaders; to give club members more responsibility in making and accomplishing the new program; to determine a more suitable time and place for meetings, and to set up a better rounded program including with project activities more social and recreational activities. The plan for doing this is to first organize local groups and second to have officers of local clubs organized in a 4H Club Council. Some time has already been spent on reorganizing and the outlook is more encouraging for the new year.

### b. Women's Work

The women's program has held its own with an increase of 68 women reached over last year. The clubs will continue to broaden their program in 1934. The goals which have been adopted are as follows:

1. Have a working community relief committee.
2. Have 2 project leaders in each club and an alternate leader.
3. Hold 2 meetings without agent to give more time to agent to work on other county projects.

4. Reach more women and young mothers.
5. Make out years program by January 1st.
6. Have 100% attendance to leader and advisory board meetings.
7. Promote 4H club work.
8. Have a representative from each club attend State Homemakers Association.

The new program includes House Furnishings as a major project with a related county campaign in Home Storage Space and Refinishing Furniture. The minors selected are the "The Family Food Supply, Poultry and Citizenship".

## Home Garden Importance Stressed By Miss Garner

(By Miss Matilda Garner, County Home Demonstration Agent)

The home garden can be valued from two viewpoints, monetary and health. While both are important, the health value rightly deserves prominence; at the same time farmers often think chiefly of the monetary value, and unless they can actually have money "jingle in their pocket" in return for their efforts they are not likely to put much stress on the garden. The value in dollars and cents of the average half or quarter acre of garden is \$130 to \$160 depending on the care given and the variety of vegetables grown. What other crop can give in return this value?

To value the garden from the health standpoint cannot be overstressed. Just because a family is located on a farm does not mean that its diet is adequate. Nutritionists who have made special studies of rural conditions have found that one child out of four receives an adequate diet. This study shows that children are either not taught the right food habits or else it is a pretty sure indication that the foods are not available—particularly vegetables. People living on farms will have vegetables on their tables if these vegetables are easily available. They will not be available unless grown in the home garden, because the market counter is not easily accessible, and if it were, few would have the cash to buy.

### Vegetables Essential

Vegetables are essential to the health because they furnish vitamins and minerals. They are also important for their regulating qualities because of their cellulose content. The amount of food value is materially affected by the methods of preparation, and cannot be accurately estimated. Of the food materials commonly known as vegetables, some are leaves, some flowers or fruits, some seeds, some stems, bulbs, tubers or roots.

When planning the home supply it is important to keep the above classification in mind and plant a well-balanced garden by including not less than five vegetables from each class. The home garden should have at least fifteen different vegetables in it. This is determined by the family needs and the family likes and dislikes.

The following suggestions are offered:

- 1.—Locate your garden on fertile, well drained soil, convenient to the house.
- 2.—Plow as early as possible, but avoid plowing when soil is too wet.
- 3.—Plant only good seed.
- 4.—Apply manure at the rate of from 10 to 20 tons per acre.
- 5.—If possible use a good commercial fertilizer, in addition to barnyard manure.
- 6.—Practice frequent shallow cultivation.
- 7.—Follow a thorough pest control program.

Consult your county extension workers for further information.

## HOME DEMONSTRATION TOPICS OF INTEREST TO HOMEMAKERS

By MATILDA GARNER  
County Home Demonstration Agent

### Baking in the Home

There is no other single article of food that is as frequently placed on the table or takes as prominent a place in the average diet as bread. In some form or other it is served at practically every meal and many times bread is the chief article of the meal. Properly balanced with milk, butter, fruits, vegetables both leafy and fleshy, eggs, cheese or a little meat, bread may well form a considerable part of our daily food. Bread and other cereal products are also among the least expensive of our foods.

As it occupies so prominent a place in the diet, bread should certainly be well made, well baked and properly cared for. Moreover, any girl or woman who desire to be known as a really good cook will wish to excel particularly in bread-making. An ideal loaf of bread is attractive in appearance; crust smooth, tender and a golden brown in color; the loaf itself is light and well-rounded on top; the crumb spongy and tender, and the whole delicious in flavor.

Women in Loudoun County have been making bread at a comparatively low cost. Using the following recipe for local flour, a 16-ounce loaf can be made at an approximate cost of 37 cents. This cost includes ingredients used, but does not include heat. It is assumed that home-split wood will be used at no expenditure of money. The recipe given below will make 2 loaves of bread from local flour:

1 yeast cake    2 tablespoons sugar  
1 tablespoon salt    1½ tablespoons fat  
2 cups liquid    7 to 8 cups flour

1. Soft wheat flour requires less liquid than hard.

2. Dough should be made slightly stiffer when soft wheat flour is used.

3. The dough does not stand as much handling as when patent flour is used. If kneaded too long the gluten is injured.

4. Dough should not rise high. Do not let it rise more than double its bulk.

## VII. Types of Publicity Articles Used

### Home Garden Importance Stressed By Miss Garner

(By Miss Martha Garner, County Home Demonstration Agent)

The home garden can be valued from two viewpoints, monetary and health. While both are important, the health value rightly deserves prominence; at the same time farmers often think chiefly of the monetary value, and unless they can actually have money "piled in their pocket" in return for their efforts they are not likely to put much stress on the garden. The value in dollars and cents of the average half or quarter acre of garden is \$100 to \$300 depending on the care given and the variety of vegetable grown. What other crop can give in return this value?

To value the garden from the health standpoint cannot be overestimated. Just because a family is landed on a farm does not mean that its diet is adequate. Nutritionists who have made special studies of rural conditions have found that one child out of four receives an adequate diet. This study shows that children are either not taught the right food habits or else it is a pretty sure indication that the foods are not available—particularly vegetables. Proper living on farms will have vegetables on their tables if these vegetables are readily available. They will not be available unless grown in the home garden, because the market counter is not easily accessible, and if it were, few would have the cash to buy.

#### Vegetables Essential

Vegetables are essential to the health because they furnish vitamins and minerals. They are also important for their regulating qualities because of their vegetable content. The amount of food value is materially affected by the methods of preparation, and cannot be accurately estimated. Of the food materials commonly known as vegetables, some are leaves, some flowers or fruits, some seeds, some stems, barks, tubers or roots.

When planning the home supply it is important to keep the above characteristics in mind and plant a well balanced garden by including not less than five vegetables from each class. The home garden should have at least fifteen different vegetables in it. This is determined by the family needs and the family likes and dislikes.

The following suggestions are offered:  
1.—Locate your garden on fertile, well drained soil, convenient to the house.

2.—Flow as early as possible, but avoid plowing when soil is too wet.

3.—Plant only good seed.

4.—Apply manure at the rate of from 15 to 20 tons per acre.

5.—If possible use a good commercial fertilizer, in addition to barnyard manure.

6.—Practice frequent shallow cultivation.

7.—Follow a thorough pest control program.

Consult your county extension workers for further information.

have been making bread at a comparatively low cost. Using the following recipe for local flour, a 16-ounce loaf can be made at an approximate cost of 37 cents. This cost includes ingredients and fuel.

Special Commission of the State of Virginia  
I, E. O. HERRICK, Clerk of the Court  
do hereby certify that within and to the order of the Court  
Apply to A. E. LEBOLD, President  
for electric light, gas, water, sewer, heat, street, water, etc., etc.

PAUL GUERIN WASHINGTON, Va.  
1-28-27  
E. O. HERRICK—Clerk of the Court

## 4-H CLUB LEADERS PREPARE SCHEDULE

### Leudon Group Plans Two Meetings Monthly for Girls' Clothing Units.

Special Session in the City  
LEUDON, Va., April 25.—Plans were made to provide two meetings per month in each Girls' Clothing Club at a meeting which was attended by Miss Cynthia Taylor, State clothing specialist from the Virginia Extension Service, and the Leudon 4-H leaders for the Girls' Clothing Clubs. Leaders were present from Alma, Arvola, Round Hill and Leudon Clubs.

Each meeting was equipped with illustrative material for the club and the following schedule for clothing units was adopted by the Leudon home demonstration agent, Miss Martha Garner:  
May 2, Bloomington, material and styles for school dresses, conducted by the home demonstration agent; Round Hill, conducted by 4-H leader; May 2, Leudon, material and styles for school dresses, conducted by the agent; May 4, Leudon, material and styles for school dresses, conducted by the agent; May 9, Alma, material and styles for school dresses, agent; May 9, Leudon, undergarments, seams and finishes, leader; May 11, Arvola, material and styles for school dresses, agent; with the same subject at Round Hill on May 11, Bloomington, May 14, seams and finishes, undergarments, leader; May 18, Leudon and Leudon will have seams and finishes, undergarments, conducted by leader; May 21, Alma, seams and finishes, undergarments, leader; May 24, Leudon, material and styles for school dresses, agent; and May 28, Arvola, undergarments, seams and finishes, leader.

Leaders appointed for the coming year include: Alma, Mrs. Ruth Gilbert; Arvola, Miss Beulah Leudon; Leudon, Mrs. Tom Williams; Leudon, Miss Katherine Miller; and Mrs. Emma Willard; Round Hill, Miss Mary Huppert; Leudon, Mrs. Catherine Taylor; and Bloomington, Misses Marjorie Beatty and Myrtle Patterson.

## HOME DEMONSTRATION TOPICS OF INTEREST TO HOMEMAKERS

By MATILDA GARNER

County Home Demonstration Agent.

### SCHEDULE FOR HOME DEMONSTRATION AGT

Miss Matilda Garner, County home demonstration agent, will meet with the different groups on the following dates:

June 8, 10 a. m.—Pleasant Valley 4-H Club at home of Mrs. Rose Withers, Arcola; At 2:30 p. m. a pest control demonstration will be given at the home of Mrs. C. M. Turman.

June 9, 2:30 p. m.—Pest control demonstration in Mrs. Roy Stowers' garden, Lucketts.

June 12, 2 p. m.—Meeting of 4-H Club, Paeonian Springs club house.

June 13, 9 a. m. to 12 m.—Aldie 4-H Club meeting at school. At 2 p. m. Aldie women meeting at Mrs. Grehan's. Food for summer demonstration by Mrs. Elinor Lee, V. P. S.

June 14, 9 a. m.—4-H Club meeting at school, Rosind Hill. Demonstration in Mrs. Schneider's garden at 2:30 p. m.

June 20, 2:30 p. m.—Pest control demonstration at Mrs. L...

### GARDEN SPECIALIST TO VISIT GARDENS

L. B. Dietrick, vegetable and garden specialist from V. P. I., and Miss Garner, home demonstration agent, will hold a meeting Tuesday, June 27 at 10 a. m. in the garden of Mrs. O. L. Emrick at Purcellville. A similar meeting will be held in the garden of Mrs. Mary Myers at Lovettsville at 3 p. m.

Mr. Dietrick will discuss fall and winter gardens, also pest control. Anyone interested in these subjects is cordially invited to attend the meetings.

## Groups Picked For Program At Leesburg

### Achievement Day Events in Loudoun County Are Decided.

Leesburg, Va., Aug. 18 (Sp.).—Contests in garden work, exhibits, bread making, canning, cheese making and flower arrangements will feature the annual Achievement Day program in the Loudoun High School auditorium October 4. The Loudoun County advisory board for the home demonstration clubs meeting here this afternoon decided. Prizes will be given in each of these contests.

The board appointed the following committee: Speaker, Mrs. Frank Ockers; Miss Charlotte Holland, and Mrs. O. L. Bourchard; bread making, Mrs. Lewis McGovick; Mrs. Henry Hope and Mrs. W. S. Smart; garden exhibits, Mrs. Lawrence Taylor; Mrs. Rebecca Hoopes, and Miss Hazel Downer; canning, Mrs. O. L. Emrick; Mrs. John Moore; Mrs. Katherine Hough; cheese making exhibits, Mrs. C. M. Turman, Miss Ethel Stewart and Miss Anna Tillitt.

Flower arrangements, Mrs. Robert MacDonald; Mrs. Roger Luckett; Miss Elmer Chamberlain; secretary, Mrs. Raymond Thompson; Mrs. Lynn Corwell; Mrs. J. E. Fuister; lunch, Mrs. W. T. Smith; Mrs. Tom Hutchinson; Mrs. Emma Willard; Mrs. Douglas Myers; Mrs. L. B. Phillips; Miss Alice Marshall; Mrs. Fergus Hickman; Mrs. Fred Beck; Mrs. Frank Foster and Mrs. W. A. Gilbert.

A contribution of food for hot lunches in school this winter will be the addition to the Achievement Day program.

The board decided to have an educational booth at the Loudoun County Fair in Purcellville, September 6 and 7.

Mrs. C. M. Turman reported on the Home-maker Association convention at Blacksburg.

VIII. PICTURES AND PROGRAMS



County Clothing Contestants

**"My 4-H Club Work"**

By Nellie Adkins, Leesburg County,  
Leesburg, Virginia.

I belong to the Leesburg 4-H Club and this is my first year in club work. We have 14 members in our club. We

try to meet once each month and sometimes we meet twice. I have enjoyed every meeting, because we play games, sing and work.

In my sewing project, I made a slip and then my dress. I used a pink and white cotton print material, which also had a touch of green in the design. I got along fine with my dress making, but had to have some help from my sister on the collar. The total cost of my dress was forty cents.

I expect to belong to the 4-H club next year. I hope that some more girls will join and some real nice work will be done.

A 4H Story {1st.yr.}



Clothing Contest Winners



District Dress Revue Contestants

Demonstration Gardeners



Specialist holding meeting  
a. Fall Gardening  
b. Disease & pest control  
c. Mrs. O. L. Emerick's garden  
Purcellville



Mrs. Henry Schneider (rt.)  
Shows Garden to Visitors  
Located at Round Hill



(right) Mrs Emerick  
shows garden to neighbors



A view of Mrs Schneider's  
garden

Show Views of Mrs Lawrence Taylor's garden, Lincoln

Pictures taken September 25, 1933



Pole Beans



Corn & Lima Beans



Showing Greens, Squash, Okra  
Tomatoes, Beets in fall  
Garden

ACHIEVEMENT DAY PROGRAM

LOUDOUN COUNTY

HOME DEMONSTRATION CLUBS

LEESBURG HIGH SCHOOL

October 6, 1933

10:30 A. M.

Matilda Garner

County Home Demonstration  
Agent

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Cooperative Extension Work in Agriculture and Home  
Economics  
State of Virginia, Va. A. & M. College & Poly. Inst.  
and U. S. B. A. Cooperating  
Extension Division.

ACHIEVEMENT DAY PROGRAM

Beginning at 11 A. M.

Mrs. J. S. Patterson, Presiding

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1. Song - America the Beautiful - Assembly
  2. Invocation - Rev. Peyton Craighill
  3. Roll Call of Clubs - Miss Alice Marshall, Secty.
  4. Group Singing - Assembly
  5. Summary of Clubs' Achievement -  
Mrs. J. S. Patterson, Adv. Board Secty.
  6. Report of Gardening and Canning with Groups not in  
Home Demonstration Clubs - Matilda Garner, Home  
demonstration agent.
  7. Special Music - Mrs. Will Francis  
Mrs. Arthur Jenkins
  8. Presentation of Delegates to Rural Life Meeting  
At V. P. I. - Mrs. O. L. Emerick
  9. Lunch 12:30 (on sale by county advisory board)  
Mrs. T. T. Smith, Chairman
  10. Inspection of Exhibits.
-

Afternoon Program - 2 P.M.

1. Address - "The Woman's Part in the Readjustment Program" -  
By Miss Maude E. Wallace, State H. D. Agent.
2. Special Music - Mrs. Henry Davis
3. Announcement
  - (a) Bread and cheese - Mrs. Frank Osburn
  - (b) Canning and Gardening - Miss Belle Burke, District  
Home Demonstration Agent
  - (c) Champion Club - Miss Maude E. Wallace, State Agent
4. Virginia Homemakers Creed - Assembly

Chairman of Exhibit Committees:

Gardening	Mrs. Lawrence Taylor
Bread	Mrs. Lewis McGavack
Cheese	Mrs. C. M. Burman
Canning	Mrs. John Moore
Flower Arrangement	- Mrs. Robert MacDonald
Lunch	Mrs. W. T. Smith
Recreation	Mrs. H. C. Thompson
Speaker	Mrs. Frank Osburn

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Judges: Miss Belle Burke, District home demonstration agent  
Mr J. R. Lintner, county farm agent  
Mrs. Frank Osburn  
Miss Maude E. Wallace, State Home Demonstration Agent

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

U. S. Department of Agriculture  
and State Agricultural Colleges  
Cooperating

Extension Service,  
Office of Cooperative Extension Work  
Washington, D. C.

ANNUAL REPORT OF COUNTY EXTENSION WORKERS

This report form is to be used by county extension agents, such as county agricultural agent, home demonstration agent, club agent, and negro agent, reporting on their respective lines of work.

State Virginia County Loudoun  
Report of Matilda Garner County Home Demonstration Agent  
From December 1, 1932 to December 1, 1933

If agent has not been employed entire year, indicate exact period. Agents resigning during the year should make out this report before quitting the service.

READ DEFINITIONS, PAGE 3



HOME DEMONSTRATION AGENT ANNUAL REPORT

Approved:

Date

Maudie E. Wallace  
State or District Supervisor.

Date

State Extension Director.

## SUGGESTIONS RELATIVE TO THE PREPARATION OF THE COUNTY EXTENSION AGENT'S ANNUAL REPORT

The annual report should be a summary, with analysis and interpretations, for presentation to the people of the county, the State, and the Nation of the extension activities in each county for the year and the results obtained by the county extension agent, assisted by the subject-matter specialists. The making of such a report is of great value to the county extension agent and the people of the county in showing the progress made during the year as a basis for future plans. It is of vital concern also to the State and Nation as a measure of rural progress and a basis for intelligent legislation and financial support of extension work.

Separate statistical and narrative reports are desired from each leader of a line of work, such as county agricultural agent, home demonstration agent, boys' and girls' club agent, and negro agent, regardless of title. Where an assistant agent has been employed a part or all of the year, a report on his or her work should be included with the report of the leader of that line of work. Where an agent in charge of a line of work has quit the service during the year, the information contained in his or her report should be incorporated in the annual report of the agent on duty at the close of the report year, and the latter report so marked. Where two or more agents are employed in a county, each a leader of a line of work, statistics should not be duplicated.

At least four copies of the annual report should be made: One copy for the county officials, one copy for the agent's files, one copy for the State extension office, and one copy for the Extension Service, United States Department of Agriculture. The report to the Washington office should be sent through the State extension office.

### NARRATIVE SUMMARY

The narrative report should summarize and interpret the outstanding results accomplished and the extension methods used, under appropriate subheadings, for each project. Every statement should be clear-cut, concise, forceful, and, where possible, reinforced with necessary data from the statistical summary. Use an interesting style of writing, giving major accomplishments first under each project. Give extension methods fully relating to outstanding results only, and where practicable illustrate with photographs, maps, diagrams, blue prints, or copies of charts and other forms used. Full credit should be given to all cooperating agencies. The lines should be single-spaced, with double space between the paragraphs, and reasonably good margins. The pages should be numbered in consecutive order.

The following outline is suggestive of how the narrative report may be clearly and systematically presented. Each agent should adapt the outline to the situation and the work to be reported.

#### SUGGESTIVE OUTLINE OF ANNUAL NARRATIVE REPORT

- I. Cover and title page.
- II. Table of contents.
- III. Status of county extension organization.
  - (1) Form of organization—changes and development.
  - (2) Function of local people, committees, or project leaders in developing the program of work.
  - (3) General policies, including relationships to other organizations.
- IV. Program of work; listing goals set up, methods employed, and results achieved.
  - (1) Factors considered and methods used in determining program of work.
  - (2) Project activities and results.
 

<ol style="list-style-type: none"> <li>(a) Cereals.</li> <li>(b) Legumes and forage crops.</li> <li>(c) Potatoes, Irish.</li> <li>(d) Cotton.</li> <li>(e) Tobacco and other special crops.</li> <li>(f) Home gardens and home beautification.</li> <li>(g) Market gardens and truck crops.</li> <li>(h) Fruits.</li> <li>(i) Forestry.</li> <li>(j) Rodents and miscellaneous insects.</li> <li>(k) Agricultural engineering and home engineering.</li> <li>(l) Poultry.</li> </ol>	<ol style="list-style-type: none"> <li>(m) Dairy.</li> <li>(n) Other livestock.</li> <li>(o) Farm management.</li> <li>(p) Marketing, farm and home.</li> <li>(q) Foods and nutrition.</li> <li>(r) Child training and care.</li> <li>(s) Clothing.</li> <li>(t) Home management.</li> <li>(u) Home furnishings.</li> <li>(v) Home health and sanitation.</li> <li>(w) Community activities.</li> <li>(x) Miscellaneous.</li> </ol>
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- V. Outlook and recommendations, including suggestive program of work for next year.
- VI. Summary of activities and accomplishments, preferably of one or two typewritten pages only, placed at the beginning or end of the narrative report.

STATISTICAL SUMMARY

To supplement the narrative part of the report, and in order that comparable State and National summaries may be made, it is necessary to include a statistical summary of the work in each county. The following form has been prepared to insure uniformity of reporting:

DEFINITIONS OF TERMS USED IN THIS REPORT

1. A program of work is a statement of the specific lines of extension work to be undertaken by the extension agent during a year or a period of years.

2. A plan of work is a definite outline of procedure for carrying out the different phases of the program of work. Such a plan provides specifically for the means to be used and the methods of using them. It also shows what, how much, when, and where the work is to be done.

3. A community is a more or less well-defined group of rural people with common interests and problems. Such a group may include those within a township, trade area, or similar limits. For the purpose of this report a community is one of the several units into which a county is divided for conducting organized extension work.

4. A project leader, local leader, or committeeman is a person who, because of special interest and fitness, is selected to serve as a leader in advancing some phase of the local extension program. A project leader may be either an organization or a subject-matter leader.

5. Demonstrations as contemplated in this report are of two kinds—method demonstrations and result demonstrations.

A method demonstration is a demonstration given by an extension worker or other trained leader for the purpose of showing how to carry out a practice. Examples: Demonstrations of how to can fruits and vegetables, mix spray materials, and cull poultry.

A result demonstration is a demonstration conducted by a farmer, home maker, boy, or girl under the direct supervision of the extension worker, to show locally the value of a recommended practice. Such a demonstration involves a substantial period of time and records of results and comparisons, and is designed to teach others in addition to the person conducting the demonstration. Examples: Demonstrating that the application of fertilizer to cotton will result in more profitable yields, that underweight of certain children can be corrected through proper diet, or that the use of certified seed in growing potatoes is a good investment.

The adoption of a farm or home practice resulting from a demonstration or other teaching activity employed by the extension worker as a means of teaching is not in itself a demonstration.

6. A result demonstrator is an adult, boy, or girl who conducts a result demonstration as defined above.

7. A cooperator is a farmer or home maker who agrees to adopt certain recommended practices upon the solicitation of an extension worker. The work is not directly supervised by the extension agent and records are not required, but reports on the success of the practices may be obtained.

8. A 4-H Club is an organized group of boys and/or girls with the objectives of demonstrating improved practices in agriculture or home economics, and of providing desirable training for the members.

9. 4-H Club members enrolled are those boys and girls who actually start the work outlined for the year.

10. 4-H Club members completing are those boys and girls who satisfactorily finish the work outlined for the year.

11. A demonstration meeting is a meeting held to give a method demonstration or to start, inspect, or further a result demonstration.

12. A training meeting is a meeting at which project leaders, local leaders, or committeemen are trained to carry on extension activities in their respective communities.

13. An office call is a call in person by an individual or group seeking agricultural or home-economics information, as a result of which some definite assistance or information is given. A telephone call differs from an office call in that the assistance or information is given or received by means of the telephone. Telephone calls may be either incoming or outgoing.

14. A farm or home visit is a call by the agent at a farm or home at which some definite information relating to extension work is given or obtained.

15. Days in office should include time spent by the county extension agent in his office, extension conferences, and any other work directly related to office administration.

16. Days in field should include all days spent on official duty other than those spent in office.

17. Letters written should include all original letters on official business. (Duplicated letters should not be included.)

18. An extension school is a school usually of two to six days' duration, arranged by the extension service, where practical instruction is given to persons not resident at the college. An extension short course differs from an extension school in that it is usually held at the college or other educational institution and usually for a longer period of time.

19. Records consist of definite information on file in the county office that will enable the agent to verify the data on extension work included in this report.

## GENERAL ACTIVITIES

*Report Only This Year's Activities and Results that can be Verified*

1. List below the names, titles, and periods of service of the county extension agents whose work is included in this report.

Name: Matilda Garner Title: Co. Home Demon. Ag. Months of service this year: 8  
(Name) (Title)  
 Name: Penelope Mergal Title: Co. Home Demon. Ag. Months of service this year: 4  
(Name) (Title)

2. County extension organization or association.

(a) Name: County Advisory Board

(b) Number of members: (1) Men: \_\_\_\_\_ (2) Women: 32

3. Number of communities in county where extension work should be conducted: 12

4. Number of above communities in which the extension program has been cooperatively worked out by extension agents and local committees: 9

5. Number of different voluntary county or community local leaders or committeemen actively engaged in forwarding the extension program.

(a) Adult work: (1) Men: \_\_\_\_\_ (2) Women: 69

(b) 4-H Club work: (1) Men: \_\_\_\_\_ (2) Women: 7  
 (3) Older club boys: \_\_\_\_\_ (4) Older club girls: 2

6. Number of clubs or other groups organized to carry on adult home demonstration work: 9

7. Members in above clubs or groups: 471

8. Number of 4-H Clubs: 9

9. Number of different 4-H Club members enrolled: 101 (a) Boys: 9 (b) Girls: 92

10. Number of different 4-H Club members completing: (a) Boys: 9 (b) Girls: 99

11. Number of different members enrolled in 4-H Club work for:

	1st Year	2d Year	3d Year	4th Year	5th Year	6th Year and Over
(a) Boys	<u>5</u>	<u>4</u>				
(b) Girls	<u>23</u>	<u>27</u>	<u>28</u>	<u>9</u>	<u>5</u>	

12. Number of different 4-H Club members enrolled according to age.

Age	10	11	12	13	14	15	16	17	18	19	20
Boys	<u>1</u>	<u>1</u>	<u>5</u>	<u>1</u>		<u>1</u>					
Girls	<u>13</u>	<u>20</u>	<u>17</u>	<u>16</u>	<u>15</u>	<u>8</u>	<u>2</u>	<u>1</u>	<u>1</u>		<u>1</u>

\* Report the total number of different boys or girls enrolled in club work. This total should equal the sum of the project enrollments reported on page 8. Do not list any duplications due to the same boy or girl carrying on two or more related-master lines of work.  
 Note.—In counties where more than one extension agent is employed, each agent making a report should include under questions 4, 9, 11, 12, and 13 only those boys and girls whom the agent has directly supervised.

## GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Events that can be Verified

13. Number of 4-H Club members in school	181	Out of school		13
14. Number of 4-H Club teams trained		(a) Judging	15	14
		(b) Demonstration	8	
15. Number of groups organized for extension work with rural young people above the 4-H Club age				15
16. Members in above groups		(a) Young men		16
		(b) Young women		
17. Total number of farm visits* made in conducting extension work				17
18. Number of different farms visited	Morgan	Harmon	Total	18
19. Total number of home visits* made in conducting extension work	85	471	556	19
20. Number of different homes visited	85	639	424	20
21. Number of calls relating to extension work	139	(a) Office	128	31
		(b) Telephone	17	
22. Number of days agent spent in office	26	73	107	22
23. Number of days agent spent in field	54	147	201	23
24. Number of news articles or stories published*	9	64	72	24
25. Number of individual letters written	313	424	737	25
26. Number of different circular letters prepared (not total copies mailed)	30	82	112	26
27. Number of bulletins distributed	28	1030	1058	27
28. Number of radio talks made				28
29. Number of events at which extension exhibits were shown			2	29
30. Training meetings held for local leaders or committeemen	(a) Adult work	(1) Number	8	30
		(2) Total men leaders attending	2	
(b) 4-H Club	(1) Number	5	47	
	(2) Total leaders attending	47		
31. Method demonstration meetings held (do not include meetings reported under No. 30)	(a) Number	(1) Number	151	31
		(2) Total attendance	2480	
32. Meetings held at result demonstrations	(a) Number	(1) Number	9	32
		(2) Total attendance	120	
33. Tours conducted	(a) Adult work	(1) Number		33
		(2) Attendance		
(b) 4-H Club	(1) Number			
	(2) Attendance			
34. Achievement days held	(a) Adult work	(1) Number	1	34
		(2) Total attendance	225	
(b) 4-H Club	(1) Number			
	(2) Total attendance			

\* List as farm or home visit according to principal purpose of visit.

\* Include county and State press, agricultural journals, and home magazines. Do not count those relating to notices of meetings only.

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## GENERAL ACTIVITIES—Continued

Report Only This Year's Extension Activities and Results that can be Verified

25. Encampments held (Do not include picnics, rallies, or short courses, as these should be reported under other meetings.)	(a) Farm women	(1) Number	35
		(2) Total members attending	
		(3) Total others attending	
		(4) Total others attending	
26. Other meetings of an extension nature participated in and not previously reported	(b) 4-H Club	(1) Number	36
		(2) Total boys attending	
		(3) Total girls attending	
		(4) Total others attending	
27. Meetings held by local leaders or committeemen not participated in by agent and not reported elsewhere	(a) Adult work	(1) Number	37
		(2) Total attendance	
		(3) Number	
		(4) Total attendance	
	(b) 4-H Club	(1) Number	60
		(2) Total attendance	
		(3) Number	
		(4) Total attendance	

## PROGRAM SUMMARY

List below information on each subdivision of the program of work. Include under each heading all of the work done with men, women, boys, and girls. If an assistant agent has been employed include his or her time with that of the agent. This page should not be filled out until the questions on the following pages have been answered. Estimate where records are not available.

Line of work	Number of communities or other units participating	Number of leaders or supervisors assisting	Days spent actually helped with line of work	Days spent devoted to line of work	Number of meetings held in relation to line of work	Number of news stories published	Number of different circles, literary groups, etc.	Number of letters or home visits made	Number of other calls received
	00	00	00	00	00	(1)	(1)	00	00
38. Cereals (page 8)									38
39. Legumes and forage crops (pages 9, 10)									39
40. Potatoes, Irish (page 11)									40
41. Cotton (page 11)									41
42. Tobacco and other special crops (page 11)									42
43. Home gardens and home beautification (page 12)	12	24	5	29	26	9	7	151	29
44. Market garden and truck crops (page 12)									44
45. Fruits (page 12)									45
46. Forestry (page 13)									46
47. Rodents and miscellaneous insects (page 13)									47
48. Agricultural engineering (page 14)									48
49. Poultry (page 15)									49
50. Dairy (page 15)									50
51. Other livestock (page 15)									51
52. Farm management (page 16)									52
53. Marketing—farm and home (page 17)									53
54. Foods and nutrition (page 18)	12	15	2	45	39	10	6	69	15
55. Child training and care (page 19)									55
56. Clothing (page 20)	9	16	1	26	17	4	1	65	15
57. Home management (page 21)		4		14	4	3	1	8	6
58. Home furnishings (page 22)	5	6	1	7	11	2	2	9	10
59. Home health and sanitation (page 23)									59
60. Community activities (page 24)	9	32		46	4	10	10	47	20
61. Miscellaneous (page 24)			6	45		10	14		54
62. Building extension program of work <sup>1</sup>		32		39	10	7	24		40
63. Organization—extension association and committee <sup>2</sup>	12	47	6	49	7	10	50		20

(The totals for these columns do not necessarily check with the information given on pages 4, 5, and 6, since one meeting, farm visit, circular letter, etc., may relate to two or more lines of subject matter.)

<sup>1</sup> Under "building the extension program" include all work incident to the collection of economic and social data as a basis for determining programs, the conducting of program surveys, and the outlining of county, district, and community programs. Do not include work related to the execution of programs, as this should be reported under the projects above.

<sup>2</sup> Under "organization" include all work incident to maintaining extension associations, agricultural councils, home demonstration councils, advisory committees, project committees, community committees, and the like not reported under building the extension program.











## FORESTRY

Report Only This Year's Extension Activities that are Supported by Funds

95. Number of method demonstration meetings held \_\_\_\_\_ 95
96. Number of adult result demonstrations completed or carried into the next year \_\_\_\_\_ 96
97. Number of 4-H Club members enrolled \_\_\_\_\_ 

(a) Boys _____
(b) Girls _____

 97
98. Number of 4-H Club members completing \_\_\_\_\_ 

(a) Boys _____
(b) Girls _____

 98
99. Number of transplant beds cared for by club members completing \_\_\_\_\_ 99
100. Number of acres of farm woodland managed by club members completing \_\_\_\_\_ 100
101. Number of new areas reforested by planting with small trees according to recommendations \_\_\_\_\_ 101
102. Acres involved in preceding question \_\_\_\_\_ 102
103. Number of farms assisted in forest or woodland management \_\_\_\_\_ 103
104. Acres involved in preceding question \_\_\_\_\_ 104
105. Number of farms planting windbreaks according to recommendations \_\_\_\_\_ 105
106. Number of farms following recommendations as to control of white-pine blister rust \_\_\_\_\_ 106
107. Number of farms assisted in other ways relative to forestry (specify below) \_\_\_\_\_ 107
- 107]. Number of farmers cutting timber on farm for construction or repair of buildings on recommendation of agent. 107]  
(Use space below for State questions not listed above)
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## RODENTS, OTHER ANIMAL PESTS, AND MISCELLANEOUS INSECTS

Report Only This Year's Extension Activities that are Supported by Funds  
(Do not include work reported under "Crop" and "Livestock" headings)

Item	(a)	(b)	(c)
	Rodents	Other animal pests	Insects
108. Number of method demonstration meetings held _____			
109. Number of result demonstrations completed or carried into the next year _____			
110. Pounds of poison used _____			

**AGRICULTURAL ENGINEERING**  
**(FARM AND HOME)**

Report Only This Year's Extension Activities that are Supported by Parents

111. Number of method demonstration meetings held	111				
112. Number of adult result demonstrations completed or carried into next year	112				
113. Number of adults completing training in terracing and other engineering extension schools, or completing plans for some major engineering improvement	113				
114. Number of 4-H Club members enrolled	114				
	<table border="0"> <tr> <td>(a) Boys</td> <td rowspan="2">}</td> <td rowspan="2">114</td> </tr> <tr> <td>(b) Girls</td> </tr> </table>	(a) Boys	}	114	(b) Girls
(a) Boys	}	114			
(b) Girls					
115. Number of 4-H Club members completing	115				
	<table border="0"> <tr> <td>(a) Boys</td> <td rowspan="2">}</td> <td rowspan="2">115</td> </tr> <tr> <td>(b) Girls</td> </tr> </table>	(a) Boys	}	115	(b) Girls
(a) Boys	}	115			
(b) Girls					
116. Number of units improved by 4-H Club members:					
(a) Acres terraced	(c) Articles made				
(b) Machines or equipment repaired	(d) Equipment installed				
	116				

Engineering activities	Principal improvements being made	(a) Number of farms	(b) Number of units	(c) Total value of services or savings
117. Terracing and erosion control			acres	\$ 117
118. Drainage practices			acres	118
119. Irrigation practices			acres	119
120. Land-clearing practices			acres	120
121. Better types of machines			mach.	121
122. Maintenance and repair of machines *			mach.	122
123. Efficient use of machinery			X X X X X	123
124. All buildings constructed *			bdgs.	124
125. Buildings remodeled, repaired, painted *			bdgs.	125
126. Farm electrification *				126
127. Home equipment *				127
128. Total of columns (a) and (c)	X X X X X		farms	\$ 128

\* 129. Number of machines repaired as reported in question 122, by type:

(a) Tractors	(c) Harvesters and threshers	}	129
(b) Tillage implements	(d) Other		

\* 130. Number of building and equipment improvements as reported in questions 124, 125, 126, 127, by type:

(a) Dwellings constructed according to plans furnished		}	130
(b) Dwellings remodeled according to plans furnished			
(c) Sewage systems installed	(A) Dairy buildings		
(d) Water systems installed	(i) Silos		
(e) Heating systems installed	(j) Hog houses		
(f) Lighting systems installed	(k) Poultry houses		
(g) Home appliances and machines	(l) Other		

## POULTRY, DAIRY CATTLE, SHEEP, SWINE, AND HORSES

Report Only This Year's Extension Activities That are Reported by Records

Item	60	61	62	63	64	65
	Poultry	Dairy cattle	Beef cattle	Sheep	Swine	Horses and mules
131. Number of method demonstration meetings held.....						131
132. Number of adult result demonstrations completed or carried into the next year.....						132
133. Number of animals involved in those completed adult result demonstrations.....						133
134. Total profit or saving on adult result demonstrations completed.....						134
135. Number of 4-H Club members enrolled.....						135
(1) Boys.....						
(2) Girls.....						
136. Number of 4-H Club members completing.....						136
(1) Boys.....						
(2) Girls.....						
137. Number of animals involved in 4-H Club work completed.....						137
138. Number of farms assisted in obtaining purebred sires.....						138
139. Number of farms assisted in obtaining high-grade or purebred females.....						139
140. Number of bull, boar, ram, or stallion circles or clubs organized.....						140
141. Number of members in preceding circles or clubs.....						141
142. Number of herd or flock improvement associations organized or reorganized.....						142
143. Number of members in these associations.....						143
144. Number of farms not in associations keeping performance records of animals.....						144
(Use space below for State questions not listed above)						

\* Where less than half the membership resides within the county, do not report the circle, club, or association, but report the membership within the county under following questions.

## FARM MANAGEMENT, CREDIT, INSURANCE, AND TAXATION

Report Only This Year's Extensive Activities that are Supported by Receipts

145. Number of method demonstration meetings held	145	
146. Number of adult result demonstrations completed or carried into the next year	146	
147. Number of 4-H Club members enrolled in farm account work	147	
(a) Boys		
	148	
(b) Girls		
148. Number of 4-H Club members completing	148	
(a) Boys		
	149	
(b) Girls		
149. Number of farms keeping farm accounts throughout the year under supervision of agent	149	
150. Number of farms keeping cost-of-production records under supervision of agent	150	
151. Number of farms assisted in summarizing and interpreting their accounts	151	
152. Number of farms assisted in making inventory or credit statements	152	
153. Number of farm business or enterprise survey records taken during year	153	
154. Number of farms making recommended changes in their business as result of keeping accounts or survey records	154	
155. Number of other farms adopting cropping, livestock, or complete farming systems according to recommendations	155	
156. Number of farms advised relative to leases	156	
157. Number of farms assisted in obtaining credit	157	
158. Number of different farms assisted in using outlook or other timely economic information as a basis for readjusting farm operations (Use best judgment in making conservative estimate)	158	
159. Number of farms in preceding question making readjustments in—	159	
(a) Wheat	(g) Dairy cattle	(m)
(b) Corn	(h) Beef cattle	(n)
(c) Cotton	(i) Hogs	(o)
(d) Potatoes	(j) Sheep	(p)
(e) Tobacco	(k) Poultry	(q)
(f) Truck crops	(l)	(r)

(Use space below for State questions not listed above)

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## MARKETING (FARM AND HOME)

Report Only This Year's Extension Activities That are Supported by Funds

Item	(4) Grain and feed	(5) Cotton	(6) Dairy products	(7) Livestock	(8) Fruits and vegetables	(9) Poultry and eggs	(10) Honey products	(11) Other
160. Number of cooperative-marketing associations or groups <sup>1</sup> organized during the year.....								160
161. Number of cooperative-marketing associations or groups <sup>1</sup> previously organized assisted by extension agent this year.....								161
162. Membership in associations organized and assisted (161 and 162).....								162
163. Value of products marketed by all associations worked with.....	\$	\$	\$	\$	\$	\$	\$	163
164. Value of supplies purchased by all associations worked with.....	\$	\$	\$	\$	\$	\$	\$	164
Number of cooperative-marketing associations or groups assisted with problems of—								
165. Preliminary analysis.....								165
166. Organization.....								166
167. Accounting and auditing.....								167
168. Financing.....								168
169. Business policies.....								169
170. Production to meet market demand.....								170
171. Reduction of market losses.....								171
172. Use of current market information.....								172
173. Standardizing.....								173
174. Processing or manufacturing.....								174
175. Packaging and grading.....								175
176. Loading.....								176
177. Transporting.....								177
178. Warehousing.....								178
179. Keeping membership informed.....								179
180. Merging into larger units.....								180
Number of farms or homes not in cooperative associations or groups assisted with problems of—								
181. Standardizing.....								181
182. Packaging and grading.....								182
183. Use of current market information.....								183

(Use space below for State questions not listed above)

<sup>1</sup> Includes independent local associations, units of federations, branches of centralized organizations, terminal sales agencies, production associations which do buying or selling, feed clubs and home demonstration club markets.

## FOODS AND NUTRITION

Report Only This Year's Extension Activities that are Supported by Grants

184. Number of method demonstration meetings held 53 184
185. Number of adult result demonstrations completed or carried into the next year 257 185
- |  | Food selection and preparation | Food preservation |
|--|--------------------------------|-------------------|
|  | 00                             | 00                |
| 186. Number of 4-H Club members enrolled   | (1) Girls <u>43</u>            | 186               |
|  | (2) Boys                       |                   |
| 187. Number of 4-H Club members completing | (1) Girls <u>37</u>            | 187               |
|  | (2) Boys                       |                   |
188. Number of homes assisted in planning family food supply for a year 113 188
189. Number of homes budgeting food expenditures for a year 9 189
190. Number of homes balancing family meals 228 190
191. Number of homes improving home-packed lunches according to recommendations 225 191
192. Number of schools following recommendations for a hot dish or school lunch 9 192
193. Number of children involved in preceding question 309 193
194. Number of homes using improved methods in child feeding 194
195. Number of individuals adopting recommendations for corrective feeding (such as weight control, anemia, pellagra, and constipation) Woman Girls 195
196. Number of jars of canned products preserved by 4-H Club members 44,721 2124 196
- (Use space below for State questions not listed above)
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## CLOTHING

Report Only This Year's Extension Activities that are Supported by Funds.

208. Number of method demonstration meetings held 54 208
209. Number of adult result demonstrations completed or carried into the next year 23 209
210. Number of 4-H Club members enrolled 92 210  
 (a) Girls  
 (b) Boys
211. Number of 4-H Club members completing 87 211  
 (a) Girls  
 (b) Boys
212. Number of individuals following recommendations in improving construction of clothing 87 212  
 (a) Women  
 (b) Girls
213. Number of individuals using a clothing budget 87 213  
 (a) Women  
 (b) Girls  
 (c) Boys
214. Number of individuals making garments for themselves 215 214  
 (a) Women  
 (b) Girls
215. Number of individuals improving children's clothing according to recommendations 87 215  
 (a) Women  
 (b) Girls
216. Number of individuals following recommendations in improving care, renovation, and remodeling of clothing 57 216  
 (a) Women  
 (b) Girls 58

(Use space below for State questions not listed above)

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## HOME MANAGEMENT

Report Only This Year's Estimated Activities that are Reported by Schools

217. Number of method demonstration meetings held .....	217
218. Number of adult result demonstrations completed or carried into the next year .....	218
219. Number of 4-H Club members enrolled .....	219
(a) Girls .....	
(b) Boys .....	
220. Number of 4-H Club members completing .....	220
(a) Girls .....	
(b) Boys .....	
220½. Number of 4-H Club members keeping personal accounts .....	220½
221. Number of homes keeping home accounts according to a recommended plan .....	221
222. Number of homes budgeting expenditures in relation to income according to a recommended plan .....	222
223. Number of homes following recommended methods in buying for the home .....	223
224. Number of women following a recommended schedule for home activities .....	224
225. Number of kitchens rearranged for convenience according to recommendations .....	225
226. Number of homes following recommendations in obtaining labor-saving equipment .....	226
227. Number of homes adopting recommended laundering methods .....	227
228. Number of homes adopting recommended methods in care of house .....	228
229. Number of homes assisted in an analysis of their home conditions with reference to a standard of living .....	229
230. Number of homes assisted in making adjustments in home making to gain a more satisfactory standard of living .....	230

(Use space below for State questions not listed above)

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## HOME HEALTH AND SANITATION

Report Only This Year's Extension Activities that are Supported by Grants

240. Number of method demonstration meetings held.....		240
241. Number of adult result demonstrations completed or carried into the next year.....		241
242. Number of 4-H Club members enrolled.....	(a) Girls..... (b) Boys.....	242
243. Number of 4-H Club members completing.....	(a) Girls..... (b) Boys.....	243
244. Number of 4-H Club members not in special health clubs who participated in definite health-improvement work.....	(a) Girls..... (b) Boys.....	244
245. Number of individuals having health examination on recommendation of extension workers.....	(a) 4-H Club members..... (b) Others.....	245
246. Number of individuals improving health habits according to recommendations.....		246
247. Number of individuals improving posture according to recommendations.....		247
248. Number of individuals adopting recommended positive preventive measures to improve health (immunization for typhoid, diphtheria, smallpox, etc.).....		248
249. Number of homes adopting better home-nursing procedure according to recommendations.....		249
250. Number of homes installing sanitary closets or outhouses according to recommended plans.....		250
251. Number of homes screened according to recommendations.....		251
252. Number of homes following other recommended methods of controlling flies, mosquitoes, and other insects.....		252

(Use space below for State questions not listed above.)

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## COMMUNITY OR COUNTRY-LIFE ACTIVITIES

Report Only This Year's Extension Activities that are Reported by Reports

253. Number of communities assisted in making social or country-life surveys, or in scoring themselves or their community organizations	253
254. Number of country-life conferences or training meetings conducted for community leaders	254
255. Number of community groups assisted with organizational problems, programs of activities, or meeting programs	255
256. Number of communities developing recreation according to recommendations	256
257. Number of community or county-wide pageants or plays presented	257
258. Number of community houses, clubhouses, permanent camps, or community rest rooms established	258
	(a) Adults <u>1</u>
	(b) Juniors
259. Number of communities assisted in improving hygiene or public-welfare practices	259
260. Number of school or other community grounds improved in accordance with plans furnished	260
261. Number of 4-H Clubs engaging in community activities, such as improving school grounds, conducting local fairs, etc.	261
261½. Total number of different communities assisted in connection with the community or country-life work reported on this page	261½

(Use space below for State questions not listed above)

## BEES, WEEDS, HANDICRAFT, RABBITS, AND MISCELLANEOUS

Under This Heading Report Other Lines of Work not Included in the Preceding Pages, Such as Bees, Weeds, Handicraft, and Rabbit Work, I. e., any Other Information that can be Reported Statistically and that Will Help to Give a Complete Account of the Year's Work

Item	(1) Bees	(2) Weeds	(3) Handicraft	(4) Rabbits	(5) Other State
262. Number of method demonstration meetings held					262
263. Number of adult result demonstrations completed or carried into next year					263
264. Number of 4-H Club members enrolled	(1) Boys				264
	(2) Girls				
265. Number of 4-H Club members completing	(1) Boys				265
	(2) Girls				