

1959

HOME AGENT'S PLAN OF WORK

GILES COUNTY

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County

I. County Situation.

Giles County (land area 356 square miles or 227,840 acres) lies in the Alleghany Mountains. Temperature averages 38° in January and 80° in July. Precipitation is about thirty-nine inches a year. Drouth conditions for the past six years have reduced the rainfall to about 1/2 of the normal precipitation. Altitudes above sea level vary from 1,470 feet where the New River leaves the county to 4,348 feet on Bald Knob of Salt Pond Mountain. Mountain Lake about 4,000 feet up on Salt Pond Mountain is the lake of highest elevation east of the Rockies and is a well-known summer resort. At Harrows, the New River cuts through the mountain in a gorge which makes the entrance to the rich Pocahontas Coal Fields of West Virginia and through which 2 railroads and 2 high-ways pass.

Industry now carries about eighty percent of the tax load. The county tax rate is \$3.40 per \$100.00 and the assessed value on real estate and personal property is about one-fourth of its true value.

Approximately one-half of the county is in woodland. There are about 50,000 acres in the Jefferson National Forest and about 37,000

acres of woodland in farms. Mineral resources include iron, manganese ores, sandstone, limestone and shale. Several large quarries produce limestone for agriculture and chemical lime, rock dust, ballast and building stone.

Fertile limestone soils along the streams produce good crops and pasture. There are 916 farms which average 116.5 acres in size and \$8,601 in value of land and buildings per farm. There are 12 colored farm families in Giles County.

Three-fourths of all farms now are part time or residential and two-thirds report more income from other sources than sale of farm products. Due to drouths and declining farm prices the agricultural income has dropped. Cattle and calves lead in value of farm products sold, followed in order by milk and cream, sheep and lambs, chicken and eggs, fruits and vegetables, and forestry products.

Unemployment continues to rise; thus causing the family pattern as well as the extension program to be altered.

At the Home Demonstration Club fall planning meeting, the women planned a program in which they could learn to repair and remodel for better use things they already had. Emphasis was placed on house furnishings, money management and good health.

II. County Extension Program - Adult

A. Over-All Program

As time goes on it is expected that interest will develop in home furnishings. It is anticipated that one or more special-

interest committees will develop, possibly one will be home lighting.

B. Home Demonstration Club Program

The Home Demonstration Club committee is made up of club presidents and program development leaders from each Home Demonstration Club. The function of this committee is to plan, promote, and evaluate the Home Demonstration Club program and activities in the county. This committee meets twice a year and more often if necessary. From this group the following officers were elected to serve in 1959:

Chairman - Mrs. Gilbert Cook
Vice Chr. - Mrs. Rufus Whittaker
Secretary - Mrs. I. W. Corell
Treasurer - Mrs. Rufus Shumate
Fed. Prog. of Work Chr. - Mrs. Fred Huffman

1. Subject Matter

a. Foods

(1) Meal Preparation - Objectives

- (a) To help homemakers see the need for well-planned meals.
- (b) To help rural homemakers plan and serve well-planned meals, in a way that they can make better use of home-grown vegetables for sources of vitamins and minerals.
- (c) To help non-farm families plan and serve better meals after taking advantage of specials and low-cost foods; which in turn provide an adequate and well-balanced diet.
- (d) To encourage rural homemakers to grow better year-round gardens.

(2) Methods and Procedures

- (a) Leaders will be trained by Miss Janet Cameron to give a method demonstration on meal planning and preparation.
- (b) Leaders will conduct a method demonstration in April
- (c) Vegetable garden information will be distributed to club members monthly.

- (d) Home Agent will write news articles for the weekly paper at intervals.
 - (e) Bulletins and leaflets will be distributed as requests are made.
- (2) Out-of-Door Cookery - Objectives
- (a) To teach homemakers ways in which out-of-door meals can be prepared and served.
 - (b) To teach homemakers the value of out-of-door meals as time and energy savers and as a form of family cooperation and recreation.

Methods and Procedure

- (a) A method demonstration will be conducted by the home agent in May.
 - (b) Bulletins and leaflets will be distributed as requested.
- (3) Simple Desserts

Objectives

- (a) To help homemakers learn to make simple desserts that will be attractive and tasty.
- (b) To help homemakers learn to make desserts that will contribute to their daily "Basic 4"
- (c) To help homemakers learn to save time in making desserts.
- (d) To help homemakers learn to make desserts that can be prepared several days in advance.

Methods and Procedure

- (a) Food leaders will be trained by Miss Janet Cameron, Extension Food Specialist, in April.
- (b) A method demonstration will be conducted by the foods leader in June.
- (c) Bulletins and leaflets will be distributed as requested.

(4) Milk Dishes

Objectives

- (a) To encourage homemakers to use more milk when preparing family foods.
- (b) To teach homemakers new recipes using milk.
- (c) To teach homemakers the nutritional value of milk.
- (d) To teach homemakers ways of making their milk dishes attractive.

Method and Procedure

- (a) A method demonstration will be conducted by the home agent in July.
- (b) Bulletins and leaflets will be distributed.

(5) Quantity Meals

Objectives

- (a) To offer to all interested people of the county an opportunity to learn to prepare meals for a large crowd.
- (b) To teach short-cuts in preparing a meal for a large number of people.
- (c) To teach simple ways of serving a meal to a group in an attractive manner.

Methods and Procedures

- (a) A method demonstration will be given by Miss Janet Cameron, Extension Food Specialist, as a special-interest meeting in April.
- (b) Bulletins and leaflets will be distributed as requested.

b. Home Furnishings

(1) Color in the Home

Objectives

- (a) To help homemakers to learn how to plan attractive color schemes throughout the home.
- (b) To help young homemakers plan color schemes which will be developed as money is available.

Methods and Procedures

- (a) A method demonstration will be given by the home agent in January, at which time, color charts will be used to show how colors may be combined attractively. Pictures and material swatches will be used to show how texture effects the color and places in the home where color can be used.
- (b) Bulletins and leaflets will be distributed.

(2) Slip Covers

Objectives

- (a) To help homemakers choose becoming and appropriate slip cover material.
- (b) To teach homemakers to measure their furniture in order to determine the amount of material needed for a slip cover.
- (c) To help homemakers make a slip cover by recommended procedure.

Method and Procedure

- (a) A method demonstration on choosing material and how to measure for the amount of material to buy will be given by the home agent in February.
- (b) A method demonstration on making a slip cover will be given to interested club members by combining several clubs. This will be in the form of an all day meeting in the Spring.

(3) Household Repairs

Objectives

- (a) To teach homemakers how to make simple household repairs
- (b) To teach homemakers to save money by repairing or improving what they already have.

Methods and Procedures

- (a) The home agent and club leaders will be trained by Mr. C. D. Wheary Extension Rural Housing Engineer, to give a method demonstration on home repairs in November.
- (b) Leaflets and bulletins will be distributed on request.

(4) Furniture Refinishing Clinic

Objectives

- (a) To teach homemakers how to refinish furniture correctly.
- (b) To help homemakers salvage furniture and to refinish it in a way that it will look attractive with their other furnishings.

Method and Procedure

- (a) Miss Ruth Jamison, Extension House Furnishings Specialist, will conduct a furniture refinishing clinic in January for all interested homemakers.
- (b) A method demonstration on refinishing furniture will be given in May by the home agent, as a special interest meeting, if there is enough interest.
- (c) The home agent will write news articles for weekly paper at intervals.
- (d) Bulletin 185 will be distributed to homemakers.

c. Clothing

(1) Restyling and Remaking Hats

Objectives

- (a) To assist homemakers in the making and restyling

of hats.

- (b) To help homemakers to save by restyling the hats they already have.
- (c) To help homemakers to make a basic hat that will go well with their wardrobe.

Method and Procedure

- (a) Miss Bettie McClaskey, Ass't Clothing Specialist from the Extension Service will train the home agent to give a method demonstration in September.
- (b) Leaflets and bulletins will be distributed as requested.
- (c) Home agent will write news articles for the weekly paper at intervals.

(2) Altering Patterns

Objectives

- (a) To help homemakers measure themselves in order to determine their correct size.
- (b) To help homemakers alter a pattern to be used as a basic pattern for self or for others.

Method and Procedure

- (a) The home agent will give a method demonstration on altering patterns in March.
- (b) The home agent will assist each homemaker to actually measure herself and to alter a pattern to be used as a basic pattern.

C. Federation Program of Work - Health

Objectives

- (a) To encourage periodic check up.
- (b) To encourage better nutrition.
- (c) To encourage each member to have a well-equipped medicine chest.
- (d) To have each member have a regular physical check up, dental check up, chest x-ray each year

- (e) To encourage use of Salk vaccine.
- (f) To cooperate with Bloodmobile.
- (g) To ask doctor or doctors to cooperate with Home Demonstration clubs on special time and special fee for physical check up for members.

Method and Procedure

- (a) Club leaders will be trained by Mrs. W. E. Going, County Health Nurse, for a method demonstration on "The Medicine Cabinet", to be given in December.
- (b) Club leaders will be trained by the county health nurse to give a method demonstration on Simple Home Care of Sick in February.
- (c) A six weeks Red Cross Course on home nursing will be given by the Red Cross nurse, possibly in late January.
- (d) Bulletins and leaflets will be distributed.
- (e) The home agent will write news articles at intervals.

D. Other Activities

1. National Home Demonstration Week

Objectives

- (a) To publicize the home demonstration work.
- (b) To inform non-home demonstration club people of the work and purpose of home demonstration clubs.
- (c) To cause home demonstration club members to be better informed of the work of their club.

Method and Procedure

- (a) Each club will be encouraged to plan some special activity during home demonstration club week.
- (b) News articles will be written by the home agent and club members.

- (c) A radio program will be planned to better inform the people of Giles County as to the work of the home demonstration clubs.

2. Achievement Program

Objectives

- (a) To recognize the work done by individual as well as club activities.
- (b) To offer an opportunity for home demonstration club members to meet and know other club members of the county.
- (c) To develop better public relations.

Method and Procedure

- (a) A county home demonstration club Achievement Day Program will be held in November.
- (b) Reading certificates will be awarded to club members reading at least five books from the good reading list.
- (c) Achievement pins will be awarded to those members earning the required number of points.

3. Tours

Objectives

- (a) To better acquaint homemakers with business concerns and companies that they patronize and acquaint them with the services that these companies offer.
- (b) To offer recreation to the homemaker.

Method and Procedure

- (a) Each individual club wishing to make a tour will plan and make the arrangements with the assistance of the home agent.

4. District Meetings

Objectives

- (a) To encourage the participation of club members in all district meetings.

- (b) To widen the understanding of home demonstration club members by attending district meetings.

Method and Procedure

- (a) Club members will be informed of district meetings and encouraged to attend.

III. Farm and Home Development

Of the 126 families who participated in 1955, 14 are still active. The home agent will work with these families as their interest continues. As other families indicate interest, the home agent expects to assist them.

IV. County Extension Program - Youth

A. Organization

1. County 4-H Council

This council is made up of all 4-H officers in the individual clubs--president, vice-president, secretary, treasurer, reporter, song leader, recreational leader.

The county council meets twice a year and more often if necessary, to plan for and adjust 4-H club activities within the county.

2. All Stars

There are all-stars in Giles county but not enough to have a well-organized chapter.

3. Honor Club

Plans are being made for organizing an Honor Club.

4. Project Planning Committee

It is felt that a 4-H project planning committee would be of great help in organizing the project work for the year, as well as to help carry out the work planned. If at all possible, such a committee will be organized.

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B . 4-H Project Work

1. So You'd Like To Sew

Objectives

- (a) To help 4-H members to learn to sew.
- (b) To teach the inform the 4-H'ers of the proper equipment needed for sewing.
- (c) To assist in making beginners' articles.
- (d) To help 4-H members to develop leadership
- (e) To encourage 4-H members to give demonstrations.

Method and Procedure

- (a) The home agent will give method demonstrations on: making wrist pincushions, needle cases, aprons, gathered skirt, and collars. The home agent will assist 4-H members in making these items.
- (b) 4-H members will give demonstrations relating to their project.
- (c) Bulletins and leaflets will be distributed.
- (d) Articles will be exhibited and judged by the Danish System.
- (e) Members will be encouraged to exhibit articles in the Newport Fair.

2. Meal Preparation

Objectives

- (a) To teach the correct way to set a table and correct table courtesy
- (b) To help 4-H members plan family menus.
- (c) To teach 4-H members packed lunch varieties.
- (d) To teach 4-H members the importance of salads in the diet and how to combine vegetables to make attractive salads.
- (e) To teach 4-H members the importance of milk in the diet, and how to prepare attractive milk dishes.

- (f) To teach members to plan, prepare and serve refreshments.
- (g) To assist 4-H members in giving demonstrations.
- (h) To teach members how to exhibit foods attractively.

Method and Procedure

- (a) The home agent will give method demonstrations on setting the table, packing a lunch, making salads and milk dishes, and preparing refreshments.
- (b) The home agent will discuss the importance of a balanced diet, and help 4-H members to plan menus.
- (c) 4-H members will give demonstrations
- (d) The home agent will help 4-H members to serve refreshments to the club in May.
- (e) Pamphlets and leaflets will be distributed.
- (f) Members will exhibit food prepared.
- (g) Exhibits will be judged.
- (h) Eligible members may participate in count and district events.

3. Washing

Objectives

- (a) To teach 4-H members time- and energy-saving steps in washing.
- (b) To teach members to save by learning to remove stains from clothing.
- (c) To teach members to make a clothes basket liner and a clothes pin apron.
- (d) To teach points to look for in buying laundry equipment.
- (e) To encourage 4-H girls to give demonstrations.

Method and Procedure

- (a) The home agent will give method demonstrations on stain removal, the making of a clothes basket liner and clothes pin apron, and will discuss the various steps of a family laundry.
- (b) 4-H members will give demonstrations and enter contests.
- (c) Pamphlets and leaflets will be distributed.

C. 4-H Activities

1. Achievement Day

A 4-H Achievement Day program will be held in November to recognize leaders and members, present awards, evaluate the year's program, inform members and others of 4-H activities.

2. 4-H Camp

A 4-H camp program will be conducted one week in June or July at which time 4-H club members have an opportunity to learn other club members in the county, and in other counties; learn better methods through classes. Leadership may be developed and members have an opportunity to cooperate in camp activities.

3. National 4-H Sunday (Rural Life Sunday)

National 4-H Sunday will be observed by clubs within the county.

4. Contests

County contests will be conducted in 4-H project work and eligible members will expect to participate in district and state contests.

5. Short Course

The county expects to have representation at the state short course in June.

6. National 4-H Week

Clubs will be expected to participate in observances of National 4-H Week in March. Such activities acquaint the public with 4-H work and strengthens 4-H work within the county.

7. Special Activity

A county-wide stunt and recreation event will be held in July for all 4-H club members of Giles County. At this time 4-H club members will have an opportunity to meet and become better acquainted with other 4-H club members of the county.

V. Scope of Work

Organization	<u>No. in '58</u>	<u>Goal in '59</u>
Number of home demonstration clubs	14	15
Membership	247	273
Number of 4-H Clubs	19	29
Membership	226	332
Number of young men and women's clubs	-	-
Membership	-	-
Number of Community Improvement clubs	3	3
Membership	67	68
Number home economics committees	-	1 or 2
Number general interest committees	-	-
Number youth committees	-	-
Number other organizations	-	-
Number farm and home development families	14	15

VI. Plan for Leadership

	<u>No. in 1958</u>	<u>Goal 1959</u>
A. Home Demonstration Club Leadership		
Number organizational leaders	50	57
Number project leaders (subject matter)	94	103
No. Federation program of work chairmen	13	15
Number program development leaders	14	15
Number result demonstrators	-	9

Number meetings at which leaders were trained by specialists	5	5
Number meetings at which leaders were trained by district agents	1	1
Number meetings at which leaders were trained by agent	3	2
Number trained by others	2	-
Attendance at training meetings	215	221
Number club meetings held by leaders without agent present	80	53
Number club meetings in which leaders assisted	19	23
Total number demonstrations given by leaders	80	77
Number talks or discussions by leaders	159	173

B. 4-H Club

	<u>No. in 1958</u>	<u>Goal 1959</u>
Number 4-H club officers	112	182
Number adult project leaders	-	7
Number junior project leaders	-	3
Number result demonstrators	-	3
Number meetings at which leaders were trained by specialists	-	-
Number meetings at which leaders were trained by district agent	-	-
Number meetings at which leaders were trained by agent	1	3
Number meetings at which leaders were trained by personnel in 4-H Dept.	-	1
Number meetings at which leaders were trained by others	-	1
Attendance at leader training meetings	100	109

Number 4-H leaders trained individually	-	3
Number club meetings held by leaders without agent present	-	15
Number club meetings at which leaders assisted	-	23
Number demonstrations given by adult leaders	-	2
Number demonstrations given by junior leaders	-	3

Plan for Training and Using Leaders

It is anticipated that more 4-H project leaders may be secured, trained and used in the 1959 4-H club program. These leaders will be trained by the home agent, representatives of the 4-H Dept., and others to help plan and conduct the 4-H projects with which the leaders have agreed to assist. Giving method demonstrations will be a part of this activity. Organized leaders will be trained to conduct 4-H club meetings in an orderly fashion.

VII. Other Agencies

A. Appalachian Electric Power Company

1. The Appalachian Power Company employees will be asked to conduct a 4-H Electric School.
2. The home agent will work with the Home Economist when possible.
3. Cooperation will be shown the Appalachian Power Company when using the company auditorium.
4. The home agent will work jointly with the Power Company employees in carrying out the home lighting program.

B. Welfare

1. Agent will give information when requested.

C. Health Department

1. The county health nurse will be asked to train health leaders to give two demonstrations to their home demonstration club.
2. The home agent will show interest and keep informed of county health improvements.

D. Soil Conservation and ASC

1. The home agent will meet with this group whenever it is needed.

VIII. Developing Good Public Relations

A. Co-Workers

1. Meet for office conferences
2. Work together on county programs and 4-H projects.
3. Share the secretary's time with other agents for good office relations.

B. General Public

1. Be friendly with the public
2. Take time to listen and help callers that come into the office.
3. Make the office as attractive as possible.
4. Read the county newspaper in order to keep informed on county happenings.

C. Elected Representatives

The home agent will report to the Board of Supervisors on the work she is doing. The members of the board will be invited to attend meetings of interest.

D. Commercial Interests

The home agent will visit commercial concerns in the county in order to become better acquainted with their available products and services. Business concerns will be kept informed of the activities and work of the Extension agent through personal contact and newspaper articles. The agent will be aware and interested in all new commercial products and developments.

E. Other Professional Workers

The home agent will acquaint them with the work being done by Extension and become acquainted with other professions in the county.

IX. Plans for Recording Process and Evaluating Program for 1959

- A. Check sheets will be used and summarized at the end of the year to determine what members have done.
- B. Standard goals for club and members will be printed in the yearbook and a check will be made on these at the end of the year.
- C. Accurate records of activities will be kept. (A field notebook will be used).
- D. Neat and informative monthly reports will be prepared.
- E. An annual report will be written in which evaluation will be shown.

X. Professional Improvement

A. Organized Study

The home agent expects to participate in the following training courses for agents: Communications school, new workers training school, Institute of Rural Affairs, annual Extension conference, Tailoring clinic, and agent training meetings.

B. Professional Books and Publications

The home agent expects to read professional books and publications, such as Extension bulletins and materials, USDA bulletins and materials; professional magazines, such as Forecast, What's New in Home Economics, Journal of Home Ec., and other professional books.

C. Membership in Professional Organizations

The home agent is a member of the following organizations:

1. American Home Economics Association
2. Virginia Home Economics Association
3. Home Demonstration Agent's Association
4. Giles County Business & Professional Woman's Assoc.

XI. Unified County Extension Program

As special interest committees and general interest committees develop, it is anticipated that councils and a board will be established to assist in planning and developing a unified county extension program.

XII. Problems in Carrying Out the Extension Program in the County

A. Unemployment and Irregular Work of Family Members

1. A home demonstration club program has been planned to help homemakers economize.

B. Inactive Home Demonstration Club Members, (brought about during the absence of an agent)

1. The home agent will meet with the clubs each month and help them to become active again.

C. Lack of 4-H Leaders

1. Home demonstration clubs could have leaders to assist with 4-H clubs in respective communities.
2. Older club members could serve as junior leaders.
3. Interested parents could serve as leaders.

Leaders would be trained to do the job expected of them once they agreed to be a leader.