

X. Plans for professional improvement

- A. Read professional books and bulletins.
- B. Continue membership in professional associations and civic clubs.
- C. Participate in programs planned by other county organizations.
- D. Attend the State Home Economics Convention and National Home Demonstration Agents Association, if possible.

XI. Plans for a Unified Extension Program by all Extension Agents

- A. All agricultural and home economics programs will be cleared through the County Agricultural Extension Service Board with both men, women, and youth represented.
- B. Agents will work together on a unified 4-H program.
- C. Farm and home agents will discuss farm and home management problems to inform each other on progress being made with individual families.
- D. Work together in carrying out community improvement club program.
- E. Hold office conferences frequently to discuss the county program.

XII. Problems in Carrying our Extension Program

- A. Changing attitudes of people and lack of responsibility.
- B. Lack of time to get work done.
- C. Transportation to meetings.

Plans for meeting these problems

- A. Better office management to save time.
- B. Make more personal contacts through home visits to understand the homemakers' problems.
- C. Urge club members to arrange transportation for their neighbors to meetings.

VIII. Plans for developing good public relations

A. Co-workers

1. Try to understand each others problems and work together harmoniously for a unified county program.

B. General Public

1. Be courteous and show an interest in the general public.

C. Elected Representatives

1. Show friendly relations with all county officials. Invite them to attend county-wide meetings.
2. Give summary report to board of supervisors and keep them informed of progress made.

D. Commercial Interests

1. Show appreciation to local merchants for promoting demonstrations, window displays, 4-H calendars, and home demonstration yearbooks.
2. Place home economics teachers on mailing list to receive new extension bulletins.
3. Invite them to leader training and county-wide meetings.

IX. Plans for Recording Progress

1. Keep a daily record for monthly report.
2. Record and evaluate projects as completed for annual report.
3. Keep record of result of meetings held by leaders.
4. Use check sheets with home demonstration members to record individual accomplishments.

	<u>Goals in 1958</u>	<u>Goal in 1959</u>
No. 4-H leaders trained individually	27	28
No. club meetings held by leaders without agent present	34	38
No. club meetings at which leaders assisted	28	35
No. demonstrations given by <del>junior</del> adult leaders	20	25
No. demonstrations given by junior leaders	31	30

Plans for training and using all types of 4-H leaders in carrying out 1958 program.

1. Agent will train adult leaders and junior leaders to give demonstrations. This will be done on a neighborhood basis.
2. Use home demonstration club members and mothers to help with projects out of school.
3. Organizational leaders will arrange for meetings, help with club and county-wide programs.

#### VII. Plans for Work With Other Agencies

1. Cooperate with Health Department in promoting their educational programs.
2. Cooperate with civic and garden clubs by giving talks if asked to do so.
3. Give talk to girls at Marion Junior College to explain the extension program.
4. Cooperate with local power home economist to promote better use of electricity in the home.
5. Work with P.T.A. and church organizations in promoting community projects.

3. County Federation Program of Work chairman will make kit of subject matter material available to local chairmen for club discussions at a county training meeting.
4. Each local goal chairman will be responsible for at least one radio broadcast.
5. Program development leaders will attend county-wide training meeting to collect data for 1960 program.
6. Organizational leaders will be responsible for carrying out program as planned and summarize achievements for county reports.

C. Over-all Youth Leaders (Organization leaders for county youth council)	<u>No. in 1958</u>	<u>Goal 1959</u>
	15	18

D. 4-H Club	<u>No. in 1958</u>	<u>Goal 1959</u>
Number 4-H Club officers	64	66
Number adult project leaders	28	28
Number junior project leaders	14	15
Number result demonstrators	5	8
No. meetings at which leaders were trained by specialist	0	0
No. meetings at which leaders were trained by district agent	0	0
No. meetings at which leaders were trained by district agent	6	8
No. meetings at which leaders were trained by personnel in 4-H Dept.	0	0
No. meetings at which leaders were trained by others	8	9
Attendance at leader training meetings	133	140

B. Demonstration Club Leadership	<u>No. in 1958</u>	<u>Goal 1959</u>
Number organizational leaders	104	110
Number project leaders (subject matter)	85	85
No. Federation program of work chairmen	17	17
Number program development leaders	16	16
Number result demonstrators	75	75
Number meetings at which leaders were trained by specialists	4	3
Number meetings at which leaders were trained by district agents	1	1
Number meetings at which leaders were trained by agent	10	15
Attendance at training meetings	233	240
No. club meetings held by leaders without agent present	78	80
No. club meetings in which leaders assisted	59	65
Total number demonstrations given by leaders	78	80
No. talks or discussions by leaders	347	350

Plans for training and using all types of leaders in carrying out 1958 program:

1. Subject matter leaders will receive training and give five demonstrations in each club in the absence of agent and assist agent with others.
2. Local club garden and poultry leaders will receive monthly subject material from specialists for club discussions.

V. Scope of Work

A. Organization	<u>No. in 1958</u>	<u>Goal 1959</u>
Number of home demonstration clubs	15	17
Membership	400	415
Number of 4-H Clubs	11	12
Membership	223	230
Number of young men and women's clubs	0	0
Membership	0	0
Number community improvement clubs	1	1
Membership	76	76
Number home economics committees	1	1
Number general interest committees	1	1
Number youth committees	0	0
Number other organizations	0	1
Number farm and home development families	63	68

VI. Plan for Leadership	<u>No. in 1958</u>	<u>Goal 1959</u>
A. Over-all Program Leaders (Organization leaders for county Extension Service Board)	<u>9</u>	<u>12</u>

4. 4-H Contests

a. Objectives - to stimulate project work and develop leadership among members.

b. Procedures

- (1) Explain contest rules to all clubs.
- (2) Hold contest to select county winners.
- (3) Agent and leaders train winners for district contests.
- (4) Give recognition through press, radio, and county meetings.

5. County Picnic

a. Objective - to furnish wholesome recreation for parents and 4-H members.

b. Procedure

- (1) Select committee of Council members, All Stars, Honor Club members and adult leaders to plan program.
- (2) Ask parents to help with transportation.

D. Young Men and Young Women's Work

1. Work with young women in home demonstration clubs, community improvement club, and individually.
2. Encourage young homemakers to join a club.
3. Encourage high school graduates to study home economics.

C. 4-H Activities

1. Camps

a. Objectives - to develop leadership and strengthen county 4-H programs

b. Procedures

- (1) Send full county quota to camp and short course.
- (2) Send at least one member to state conservation and leadership camps.
- (3) Get sponsors to help pay their expenses.
- (4) Home demonstration clubs pay adult leader's expenses to camp.
- (5) Raise \$30.00 per local club for Southwest Virginia 4-H Center.

2. Achievement Day

a. Objectives - to acquaint the public with 4-H program and recognize accomplishments.

b. Procedure

- (1) Appoint a committee from County Council and adult leaders to plan program.
- (2) Use 4-H members on program.
- (3) Invite parents and public to attend.
- (4) Give publicity to program through press, radio, and local meetings.

3. Rural Life Sunday

a. Objective - to develop good citizenship

b. Procedure

- (1) Have each club participate in a church service and attend in a group.
- (2) Have adult leaders train members for program.

3. Breads

a. Objective - to improve home baked breads.

b. Procedure

- (1) Work with special interest group of older girls to improve their bread making.
- (2) Hold a county "bake off" to select county winner who will enter district contest.
- (3) Give publicity through press and radio.

4. Room Improvement

a. Objective - to help members meet some of their home needs and develop a feeling of pride.

b. Procedure

- (1) Work with selected group of older girls.
- (2) Make home visits to offer suggestions.
- (3) Have tour to see improvements made.
- (4) Give publicity to project.
- (5) Select county winner to enter district contest.

5. Electricity

a. Objective - to improve home lighting and care of electrical appliances.

b. Procedure

- (1) Secure help from local power company in holding workshop and demonstrations.
- (2) Conduct tour to observe electricity in use.
- (3) Select county winner
- (4) Publicize achievements through press, radio and county meetings.

B. 4-H Project Work

1. Food Preparation

a. Objective - to improve the health habits of family.

b. Procedures

- (1) Agent will train adult project leaders
- (2) Leaders will have members participate in giving demonstrations.
- (3) Hold demonstrations in school cafeteria and homes.
- (4) Climax project with a luncheon for the mothers.
- (5) Agent will train county winners for district contest.

2. Clothing (Units I, II, and III)

a. Objectives

- (1) To develop a desire to sew.
- (2) To encourage better grooming and care of clothing.

b. Procedures

- (1) Agent will train adult project leaders
- (2) Use home demonstration members and mothers to help.
- (3) Select county winner to participate in district contest.
- (4) Hold a dress revue at achievement program.
- (5) Older girls give at least one broadcast.

#### IV. County Extension Program - Youth

##### A. Organization

###### 1. County 4-H Council

The council is made up of all the officers of the 4-H clubs with the adult leaders as ex-officio members. At least two meetings will be held to plan and carry out the county-wide events, such as camp, achievement day, picnic, etc.

The council will promote a campaign to raise funds for the Southwest Virginia 4-H Center.

###### 2. All Stars

Smyth County has 26 all star members. Only ten members are available to support 4-H club work at the present time. These members will serve as junior leaders and help sponsor county-wide events. Each all star will be asked for a donation for the Southwest Virginia 4-H Center.

###### 3. Honor Club

The Honor Club consists of 22 members. The club will meet twice during the year. At a spring meeting new members will be selected and initiated for membership. The club will serve to hold older members in 4-H work for a longer period.

###### 4. Project Planning Committee

This committee consists of representatives from the local clubs and adult project leaders to select project work for 1960. Suggestions from the local clubs will be used as a basis for project selection. This committee will meet in September.

### III. Farm and Home Development

There are 63 farm and home development families enrolled as of November 30, 1958. The selection of families is left to the judgement of the extension agents and are selected on a county-wide basis rather than on an area basis.

The home agent made home visits to twenty five of these families in 1958 and plans to work with at least five additional families in 1959.

1. Objectives for promoting the work
  - (a) To increase the family income
  - (b) To develop better opportunities for a more satisfying living.
2. Procedures
  - (a) Make as many home visits as possible
  - (b) Help families plan for adequate food supply
  - (c) Encourage families to keep home records
  - (d) Plan for home improvements when income is sufficient
  - (e) Encourage homemakers to attend home demonstration club meetings when ever possible
  - (f) Give subject matter material to families relating to their individual needs
  - (g) Hold conferences with the farm agents to recognize progress and achievements.

2. Community Projects

This project will benefit the entire community of each club; help to increase membership; and hold the interest of club members. Progress will be reported by progress chairmen each month.

3. National Home Demonstration Week

- a. Urge clubs to make window displays of achievement.
- b. Climax clothing project with a county dress revue.
- c. Increase attendance to district meeting.
- d. Give publicity through the press and broadcasts.

4. Achievement Program

- a. Hold a county-wide program to climax year's work and acquaint the public with home demonstration work.

5. Southwest Virginia 4-H Center

- a. Strive to raise \$100.00 per club for 4-H Center development.

6. Community Improvement Organization

- a. Local home demonstration club will help sponsor projects in their community club.
- b. Extension agents will help plan program of work and attend meetings when possible.
- c. Secure help from other organizations for program material when needed.

C. Federation Program of Work- Home Grounds Beautification

1. The objectives are to make Smyth County homes more attractive and useful, and to promote pride in the communities.
2. Procedure
  - a. The county chairman will train local chairmen in January and compile a list of reference materials for their use.
  - b. Club chairmen will give talks at monthly meetings and one radio broadcast during the year.
  - c. Club will have two seasonal clean-ups of home grounds.
  - d. Clubs will do some landscaping, using native shrubs and trees if possible.
  - e. Inform public of program through the press, radio, and home visits.

D. Other Activities

1. Club Goals
  - a. Strive to increase club membership
  - b. Hold five demonstrations without agent
  - c. Pay \$4.00 state and \$3.00 county dues by March 1st to Mrs. B. B. Scott, treasurer.
  - d. Make \$1.00 donation to county 4-H fund by June 1st.
  - e. Remember shut-ins in community with a visit.
  - f. Stress importance of club being represented at county committee and district meetings.
  - g. Have joint meetings with another club or 4-H club members and families.
  - h. Each club elect one delegate to Institute of Rural Affairs and help share expenses for at least one day.
  - i. Each club member turn in achievement report at September meeting to club secretary.
  - j. Sponsor a community project.
  - k. Each club member support the development of 4-H Center of Southwest Virginia

## 2. Clothing- The Better Cotton Dress

Demonstrations: "Selecting color, fabrics and patterns"; "cutting and fitting"; "finishes for the garment"; and "care of clothing".

- a. The objectives are to reduce the cost of the family clothing and teach improved methods of construction.
- b. Procedures
  - (1) The agent and leaders will hold three consecutive meetings on constructing the better dress.
  - (2) Agent will train special project leaders to prepare some materials in advance of demonstration so that more can be accomplished at the club meeting.
  - (3) Special interest meetings will be held to further meet the needs of members who request help.
  - (4) Climax the program with a county-wide fashion show.
  - (5) Give publicity through the press and radio.
  - (6) "Care of clothing" will be discussed in clubs where majority of members are not interested in construction.

## 3. Home Management

Demonstrations: "Storage" and "Best use of electricity."

- a. The objective is to improve housekeeping tasks and to save time for the homemaker.
- b. Procedure
  - (1) The agent will give the demonstration on "a place for everything and everything in its place- storage."
  - (2) The agent will secure help from local power economist in giving the demonstration on "getting the most from electricity."
  - (3) Use tours, result demonstrations, newspaper articles, and home visits to show others.

(b) Home Demonstration Club Committee

This committee has a membership of thirty six women and is responsible for setting of the county program for the local home demonstration clubs- after the needs are presented from the clubs and the nutrition committee. Progress will be checked at a spring meeting and special committees appointed to carry out county-wide activities, such as national home demonstration week, achievement day, etc.

B. Home Demonstration Program

1. Foods and Nutrition

Demonstrations: Tips for smart food shoppers, eat well and feel well, low calorie snacks, outdoor cookery, casserole dishes, and prepared dishes from the freezer.

a. The objective is to promote better health through better nutrition.

b. Procedures

- (1) The specialist will train the agent to give the demonstrations on "wise buying of foods" and "eat well and feel well."
- (2) The agent will train leaders to give the demonstrations on "outdoor cookery", "casserole dishes", and "prepared dishes from the freezer".
- (3) Project leaders will check demonstration results and send to the agent.
- (4) Demonstration materials will be passed on to non club members and absent members through home visits, the press, and radio.
- (5) The agent will give the demonstrations on low calorie snacks.

Reports in 1958 indicated that about half the home demonstration women made some of the family clothing. Therefore, clothing construction and care will be stressed in the program. Long time goals to be stressed are better lighting and water under pressure in the home.

## II. County Extension Program - Adult

### A. Over-All Program

#### 1. County Agricultural Extension Service Board

The purpose of the board is to evaluate the work of the general and special interest committees to find out the main objectives to work on for the year. Better nutrition, farm and home lighting will be stressed. The board consists of nine members.

#### 2. Home Economics Council

The purpose of this board is to strengthen the unified county program by reaching more families and correcting the thinking of the special committees in home economics field. There are not enough special interest committees organized at present to make the council function.

#### 3. General Interest Committee

Preliminary work has been done to organize a farm and home lighting committee. The committee consists of extension agents, local power representatives and local dealers.

#### 4. County Home Economics Committee

##### (a) Nutrition

Continue to work to improve the eating habits of youth and adults. Increase membership and place greater emphasis on wise buying of foods and better breakfasts.

1959 PLAN OF WORK

Earle Brundy  
Home Demonstration Agent

Smyth  
County

I. County Situation Considered in Working Out the 1959 Program

Smyth County with an area of 435 square miles is divided by the Holston river into three magisterial districts. Approximately 55 per cent of the total area is woodland. The population of about 30,000 is 98 per cent native white, and is made up of about 11,500 urban, 35,000 rural and 15,000 non rural families. There are 1,626 farms consisting of 1,367 white and seven colored operators who are full owners of their farms. Manufacturing vies with agriculture in providing employment in the county.

Livestock is the largest single source of income with crops second and dairying third. Products manufactured include hosiery, wearing apparel, billard and bowling items, sodium compounds, stone products, lumber, and hickory handles.

With the high cost of living, it is often necessary for both the man and the wife to work to supplement their income. There are 487 rural farm and 671 rural non farm women working outside the home according to the last census.

It is estimated that families with less than \$2,000 a year income spent one half of it for food. Therefore, consideration was given to better nutrition and meal planning, wise buying of foods and house furnishings, and producing more food at home.

## TABLE OF CONTENTS

	Page
I. County Situation Considered in Working Out 1959 Program	1-2
II. County Extension Program - Adult	2-6
A. Over-All Program	2-3
B. Home Demonstration Program	3-4
C. Federation Program of Work- Home Grounds Beautification	5
D. Other Activities	5-6
III. Farm and Home Development	7
IV. County Extension Program - Youth	8-12
V. Scope of Work	13
A. Organization	13
VI. Plan for Leadership	13-16
A. Over-all Program Leaders	13
B. Demonstration Club Leadership	14-15
C. Over-all Youth Leaders	15
D. 4-H Club	15-16
VII. Plans for Work with Other Agencies	16
VIII. Plans for developing good public relations	16
A. Co-workers	16
B. General Public	16
C. Elected Representatives	16
D. Commercial Interests	16
IX. Plans for Recording Progress	17
X. Plans for Professional Improvement	18
XI. Plans for a Unified Extension Program by all Extension Agents	18
XII. Problems in Carrying out Extension Program	18

1959

*Smyth County*

PLAN OF WORK

BY

KARLE BUNDY

COUNTY HOME DEMONSTRATION AGENT