

2. Great need for Farm Agent to help Home Agent develop a better program for farmers and 4-H boys in Hanover County.
 - a. Secure help from other County Agricultural organizations when possible.
 - b. Make an effort to secure help from business concerns.

- b. Attend Sunday School Union and continue work as chairman of Educational Committee.

IX. Plans for Recording Progress and Evaluating Programs as Planned for 1958

1. Progress will be checked in Home Demonstration Committee meetings at which time reports from goal chairman leaders and agent will be given.
2. The Yearbook will be used to record progress. The calendar sheets and accomplishment sheets listed in book will be checked twice a year to record progress. Highlights will be published in County News Paper.
3. Make club reports during Home Demonstration Week and on Achievement Day.

X. Plans for Professional Improvement

1. Read books, newspapers, magazines and any reading material which will be helpful.
2. Attend Agent Training Meetings.
3. Attend Agents' Group Meetings and State Agents' Meeting.
4. Attend and participate in educational meetings such as: clinics, demonstrations, special training meetings or educational trips.
5. Continue membership in Farm and Home Agents' Association.

XI. Plans for Cooperating With Other Extension Agents in County

1. Cooperate with Home Agent in conducting a 4-H Sewing Machine Training Meeting.
2. Cooperate with other agents in distributing information to the public when necessary.
3. Cooperate with other agents' programs when help is needed.
4. Cooperate with Water and Light Program.

XII. Some of the Problems in Carrying Out the Extension Program in Hanover County

1. Large percentage of women work
 - a. More women will be reached through leaders and special training meetings scheduled at a time suitable for leaders who work.
 - b. A quarterly bulletin on Home Demonstration Household Hints will be compiled by the agent and sent to the members or interested persons who work and cannot attend meetings regularly.

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

1. Training meetings will be held to train adult project leaders and junior project leaders.
2. Training meetings will be held to train junior leaders how to conduct meetings and write News Articles.
3. Leaders will be used to give assistance in keeping records, and carrying information for projects.
4. Leaders will be used to conduct meetings and demonstrations during the absent of the agent, especially during Leader Participation Month (April or May).
5. Training meetings will be held on the use of sewing machines.

E. Young Men and Young Women's Clubs	<u>No. in 1957</u>	<u>Goal 1958</u>
Number club officers	0	0
Number adult leaders or sponsors	1	2

Plans for training and using leaders in promoting Young Men and Women's Club Program for 1958:

1. Two leaders will assist agent in carrying information (bulletins or pamphlets) to families of older youth.
2. Two leaders will assist with Recreation Program, and electric project.

VII. Plans for Work With Other Agencies

1. Cooperate with Red Cross, Cancer Drive, March of Dimes, Welfare Department by distributing necessary bulletins and encourage persons to give their support.
2. Will cooperate with T. B. Association in conducting clinics and distributing bulletins and selling seals.
3. Cooperate with Vocational Agriculture Department and Home Economics Department in having joint programs or demonstrations.

VIII. Plans for Development of Good Public Relations in County

1. Visit churches, schools, and special county activities and give assistance when needed.
2. Cooperate with Sunday Schools
 - a. Assist in teaching games and craft during Vacation Bible School.

- a. Holiday Menus
- b. Clothing (good grooming, choosing appropriate styles and colors to suit the figure, care and use of sewing machines, use of sewing machine attachments).
- c. Foods (good food habits for children, table setting, table service and simple party refreshments).
- d. House Furnishings (refinishing furniture and kitchen arrangement).

C. Over-all Youth Leaders (Organization leaders for county youth council)	<u>No. in 1957</u>	<u>Goal 1958</u>
	<u>57</u>	<u>60</u>
D. 4-H Club	<u>No. in 1957</u>	<u>Goal 1958</u>
Number 4-H Club officers	57	60
Number adult project leaders	27	30
Number junior project leaders	14	18
Number result demonstrators	31	38
No. meetings at which leaders were trained by specialist	1	1
No. meetings at which leaders were trained by district agent	1	2
No. meetings at which leaders were trained by agent	21	30
No. meetings at which leaders were trained by personnel in 4-H Dept.	1	1
No. meetings at which leaders were trained by others	1	2
Attendance at leader training meetings	354	361
No. 4-H leaders trained individually	35	35
No. club meetings held by leaders without agent present	63	65
No. club meetings at which leaders assisted	57	60
No. demonstrations given by adult leaders	45	50
No. demonstrations given by junior leaders	27	34

B. Home Demonstration Club Leadership	<u>No. in 1957</u>	<u>Goal 1958</u>
Number organizational leaders	152	155
Number project leaders (subject matter)	89	93
No. Federation program of work chairmen	12	14
Number program development leaders	23	24
Number result demonstrators	47	50
Number meetings at which leaders were trained by specialists	5	5
Number meetings at which leaders were trained by district agents	4	5
Number meetings at which leaders were trained by agent	35	42
Attendance at training meetings	653	665
No. club meetings held by leaders without agent present	59	65
No. club meetings in which leaders assisted	53	55
Total number demonstrations given by leaders	75	75
No. talks or discussions by leaders	67	70
Plans for training and using leaders, all types, in carrying out the 1958 Program.		

1. Leaders will be trained to assist agent with demonstrations and give demonstrations without agent being present.
2. Leaders will assist in carrying information to the people.
3. Leaders will conduct meetings alone during Leader Participation Month (April or May).
4. Leaders will be used in assisting L-H members in selecting and carrying out projects and judging projects for 1958.
5. Leaders will be used to plan and help carry out various activities for the year.
6. Training meetings for leaders will be held in:

Procedure: Have delegates from Hanover attend State 4-H Short Course.

4. Wildlife Conference

Objective: To carry the cause of conservation and the protection of our natural resources to the people on the farms.

Procedure: To send four delegates to Virginia Wildlife Conference at Virginia State College.

D. Young Men and Young Women's Work

Do not have any young men and women's work organized.

V. Scope of Work

A. Organization	<u>No. in 1957</u>	<u>Goal 1958</u>
No. of home demonstration clubs or groups	17	17
Membership	198	215
Number of 4-H Clubs	12	12
Membership	273	278
Number of young men and women's clubs	0	0
Membership	0	0
Number community improvement clubs	1	1
Membership	18	18
Number of home economics committees	0	0
Number general interest committees	0	0
Number youth committees	0	0
Number other organizations	3	3
Number farm and home development families	2	2

VI. Plan for Leadership

A. Over-all Program Leaders (Organization leaders for county extension service board)	<u>No. in 1957</u>	<u>Goal 1958</u>
	<u>72</u>	<u>77</u>

- c. Give information on how to prepare and judge breads.
- d. Require each member to make bread atleast three times during the week.

C. 4-H Activities

1. 4-H Week (Achievement Day)

Objective: Have an Achievement Day and 4-H Week Program jointly in order to give leaders and members a better chance to participate in training program, exhibit work done and receive County Awards.

Procedures

- a. Schedule program in March.
 - b. Have each club take an active part.
 - c. Each club will be required to have an Educational Exhibit.
 - d. Present a 4-H Fashion Show.
 - e. Conduct training classes in Clothing, Gardening, Leadership, Craft and Recreation.
 - f. Recognize leaders (Give 4-H Pins).
 - g. Award certificates and pins to 1957 County Contest Winners.
2. Rural Life Sunday

Objective: Help members realize the value of worship.

Procedures

- a. Each leader be required to assist 4-H members in conducting a Rural Life Sunday Program in May.
 - b. Each member wear pins, badge, chevrons or 4-H colors on Rural Life Sunday.
 - c. All club members sit in a special pew.
3. State 4-H Short Course

Objective: Teach 4-H girls and boys improved practices in Agriculture, Home Economics and Community Leadership. Give 4-H'ers a chance to get acquainted with other 4-H members in the State.

- e. Have teen-age groups prepare and serve refreshments for their parties.

3. Electrification (Unit I)

Objective: Help 4-H club members to learn more about electricity and its practical uses in the home and on the farm.

Procedures

- a. Have members study the reasons why electricity is so important to the farmer and homemaker.
- b. Have members list electrical equipment in the home and other equipment needed.
- c. Teach members how to convert an oil lamp to electric or remodel or make a lamp.
- d. Teach members how to repair service cords.
- e. Teach about fuses and how to replace them.

4. Gardening

Objective: Interest club members in learning how to grow vegetables and begin to seek out gardening information.

Procedures

- a. Teach members through discussions the importance of knowing how to grow a garden and keep records.
- b. Supply each member with a record book.
- c. Encourage members to grow atleast one leafy, one root and one fruit vegetable as his project.
- d. Have each study classifications of vegetables and list kinds family likes.

5. Breadmaking

Objective: Teach special interest groups the importance of knowing how to prepare or make breads for the family, including more corn bread.

Procedures

- a. Supply members with illustrative material on breadmaking.
- b. Teach members how to prepare different breads.

- b. Plan for 4-H Day (4-H Week)
- c. Plan for training programs.
- d. Plan for Rural Life Sunday Program.

B. 4-H Project Work

1. So You'd Like To Sew

Objective: To teach members, who have limited time, to make simple articles without depending on the use of a pattern and at the same time give them experience which will help when ready for more difficult articles.

Procedures

- a. Teach members, through demonstrations and discussions, how to equip a sewing box.
- b. Teach members how to make a wrist pin cushion.
- c. Teach members how to make craft articles or stuffed toys for Christmas.
- d. Teach members how to make aprons, blouses, handkerchiefs and skirts.

Each member construct at least four articles during the year.

Each club be required to exhibit articles on 4-H Day in March.

2. Meal Preparation

Objective: To help the 4-H member learn the principles of meal planning, skills in preparing nutritious and attractive foods.

Procedures

- a. Make available to club members, leaflets on packed lunches, meal planning and preparation.
- b. Teach members how to give a demonstration on preparing milk dishes.
- c. Require members to plan and prepare meals for their families.
- d. Supply each member with leaflets on Club Refreshments, discuss and demonstrate how to prepare club refreshments.

Objective: Teach families how to plan and manage their farm or home through the Unit Approach.

Procedures

- a. Continue working with two families.
- b. Visit each family once or twice a month to give any information necessary.
- c. Assist one family in upholstering chairs.
- d. Assist one family in getting information on sanding, staining and waxing floors.
- e. Assist one family in making slip covers.
- f. Encourage one family to continue yard improvement project by supplying as much information or help as possible.

IV. County Extension Program - Youth

A. Organizations

1. County Youth Council

The 4-H Council and Planning Committees are the organizations giving their support to the County 4-H Program.

2. County Youth Committee

Do not have any older Youth Committees organized.

3. County 4-H Council

Plans

- a. Meet once a year to bring clubs and leaders together to check progress made in present year and plan for the next year.
- b. Appoint a Planning Committee to plan special activities.
- c. Contribute to the 4-H Youth Exchange Program.
- d. Offer pins or awards to leaders serving 5, 10, 15, 20, or 25 years in 4-H Club Work.

4. County 4-H Planning Committee

Plans

- a. Assist 4-H members in selecting suitable projects for the year.

Procedures

- a. Continue Picnic Committee, to plan and conduct activities.
- b. Each club be required to participate in activities.
- c. Each family be required to bring lunch.
- d. Conduct games and contests.

7. Achievement Day

Objective: To offer an opportunity to use and to develop leadership and managerial abilities of women, give recognition to leaders and report to the public accomplishments made.

Conduct a Memorial Service for deceased members.

Procedures

- a. Have special committee appointed by H. D. Committee to work plans in detail.
- b. Each club have an exhibit and report on club accomplishments.
- c. Advertise Achievement Day through News Articles and extend invitation to the public.
- d. Award special Service Certificates to outstanding leaders and club members.

8. Home Demonstration Week

Objective: Give Extension workers a chance to sum up their goals and accomplishments made in the past year or years.

Procedures

- a. Publish News Articles and send circular letters to members stating purpose of week and type of program planned.
- b. Sponsor a Home Demonstration Educational Tour.

III. Farm and Home Development

The County Advisory Board is cooperating with the Farm and Home Development Work by helping to explain its purpose to people in the county.

- b. Plan drives and programs to finance Center.
- c. Agent keep accurate record of number of requests and how Center is used.

3. News Articles

Objective: To publicize home demonstration work through the County paper for the purpose of keeping people informed on activities.

Procedures

- a. Continue to publish a weekly column on activities scheduled.
- b. Publish highlights of work once a year.
- c. Each adult club publish a monthly article on club activities.
- d. Publish pictures of outstanding projects or programs.

4. Pamphlets

Objective: To enable families to keep well informed on new ideas in homemaking.

Procedures

- a. Furnish club members with a list of good reading material.
- b. Encourage club members to keep folders for pamphlets.
- c. Distribute pamphlets to other people who are interested in farm and home improvement.

5. Circular Letters

Objective: To carry subject matter or programs (educational) to people.

Procedure: Notify county extension people and other interested people of programs scheduled and information on projects.

6. County Picnic

Objective: Give extension workers and friends a chance to share their experiences, get acquainted and enjoy a day of fun and recreation together.

Procedures

- a. Give information and advice on building, remodeling or repairing houses.
- b. Secure advice or help from specialists when possible.
- c. Ask for more volunteer leaders to plan and supervise Recreation.
- d. Encourage clubs to plan for special interest projects.
- e. Ask leaders to assist in getting parents to volunteer service in conducting class projects.
- f. Continue support of Recreation Center.

D. Other Activities

1. Live-at-Home Community Project

Objective: Promote better living through improved farm, home and community practices.

Procedures

- a. Continue Live-at-Home Program
- b. Advisory Board will select a community for Contest
- c. Advisory Board will assist with Program
- d. Scoring committee will continue its contact with families and help inform families of the purpose of the program.
- e. Committee will be responsible for distributing, explaining and collecting score sheets.

2. County Recreation Center

Objective: To be of service to more people by giving individuals and organizations the privilege of using center for meetings and programs.

Plan programs for Youths and adults.

Procedures

- a. Continue Center Committee which will have charge of requests, use of Center and building Program.

- j. Give suggestions for easy entertaining and give recipes for simple refreshments.

3. House Furnishings

Objectives

- a. Encourage families to learn new uses of discarded furniture and how they may restore furniture and make it look attractive.
- b. Teach methods of planning kitchens.

Procedures

- a. Teach, through demonstrations and discussions, methods for removing old finish.
- b. Show the kinds of new finishes and methods of applying them.
- c. Teach proper care of brushes.
- d. Have each club refinish atleast one piece of furniture.
- e. Show families, through demonstrations, methods of arranging kitchens that will save time and energy, and at the same time, make them more attractive, considering--stove, sink, mixing center, wall space, ceiling, floors, doors, and entrances, windows and artificial light.

4. Yard Improvement (Result Demonstration)

Objective: Teach methods of improving yards through better planning and arrangement of flowers, shrubbery and farm buildings.

Procedures: Give assistance to result demonstrators who need information by furnishing pamphlets or plans on yard beautification, and care and arrangement of outside buildings.

C. Federation Program of Work (Housing & Recreation)

Objective: Continue to encourage more people to own their homes, build new ones, remodel or repair the old ones.

Continue stressing the need for more cooperation in developing a better County Recreation Program at the Center.

Procedures

- a. Teach club members and leaders through demonstrations and discussions, and charts how to choose appropriate styles and colors to suit the figure and how to use cosmetics and decorants; and also care of hair, skin, teeth, feet, and nails.
- b. Teach, through demonstrations and discussions, how to care and use sewing machine attachments. Each person will be given an opportunity to participate in the demonstrations.

2. Foods and Nutrition

Objective - teach club members the basic steps of table setting and service in order that they may know how to serve their families as well as persons on the jobs.

Procedures

- a. Give demonstrations on table setting, emphasizing table decorations, silver and linens.
- b. Allow time for each member to participate in the demonstrations or give one herself without the assistance of the agent.
- c. Ask each member to bring in pictures, articles, or any other information on correct table setting.
- d. Teach the difference between Family, Russian, and English Style of table service.
- e. Show, through exhibits, demonstrations, and discussions, the proper way to set the table for and serve family meals, buffet parties, dinner parties, weddings, luncheons, teas and breakfasts for one.
- f. How to set up an attractive breakfast tray.
- g. Have each club give a short demonstration on table setting and service, emphasizing main points learned from the project.
- h. Teach proper care of table silver
 1. How to clean silver
 2. How to store silver
- i. Teach kinds of table silver and forms of table silver.

Plans

- a. Meet quarterly
 - b. Continue Center Building Program
 - c. Sponsor Live-at-Home Program
 - d. Cooperate with Farm and Home Development Program
 - e. Cooperate with State Advisory Board
 - f. Cooperate with Farm and Home Week Program
 - g. Cooperate with County Picnic
2. County Home Demonstration Committee - consists of officers and leaders of each club.

Plans

- a. Hold two regular meetings, Spring and Fall, to plan and check on progress.
 - b. Goal Chairmen will be assigned to help carry out goals in various sections in the three districts
 - c. Sponsor an Achievement Day and appoint committees to serve
 - d. Cooperate with County Picnic
 - e. Publish a Yearbook
3. County Home Economics Committee - there are not any General Interest or Home Economics Committees organized, however, this phase of the work will be discussed and explained to persons in unorganized communities and members of other county organizations who have a special interest in Foods and Nutrition.

B. Project Work

Subject Matter Fields in Which Work Will Be Carried Out:

1. Clothing

Objectives - teach the women how to be well groomed

- b. Teach club members the Care and Use of the Sewing Machine
- c. Teach club members how to use sewing machine attachments

occupations. These being general, tobacco and poultry farming, lumber mills, pulp mills, sawmills, carpentry, bricklaying, the railroad, shirt factory, freezer plant for chickens and domestic work.

A large percentage of the women work. Some of these women were reached through night meetings, personal contacts, club training, and committee meetings held by the agent and leaders.

There are ten elementary schools, one high school and approximately twenty-five churches in the county. Only five of the elementary schools have children going beyond the fifth grade. A very few of these pupils are of club age. The others go to either the high school in Ashland or to one of the other five elementary schools. The over-crowded conditions and the bus transportation in the high school cause the schedule to be so arranged that there is not any time for a 4-H club program in the high school. A meeting is held after school to reach these 4-H members in the vicinity of Ashland.

Since Recreation is a long-time goal and Hancock County has no large urban centers with municipal recreation programs, most of the county recreational activities are sponsored by the Recreation Center. Other Community Recreation Programs are sponsored in the various communities by the schools, churches, 4-H clubs and other civic and social groups.

II. County Extension Program - Adult

A. Organizations

1. County Agricultural Extension Service Board - is the over-all Extension Service Organization, which supports the club work in the county.

1958 PLAN OF WORK

Sadie G. Fleming
HOME DEMONSTRATION AGENT

Hanover
COUNTY

I. County Situation Considered in Working Out Program for 1958

Hanover County (land area 466 sq. mi. or 298,240 acres - water area 5 sq. miles) lies in both the Coastal Plain and the Piedmont Plateau; the fall "line" separating these geologic Provinces cuts the county roughly in half; in the Coastal Plain the soil is sandy and silty; in the upper or Western part it is of the residual type. About three-fifths of the total area is wooded. The county is dotted with sawmills, planing and excelsior mills and millwork plants. Hanover's many excelsior mills have helped to make Virginia the nation's leading excelsior producer.

Because of its nearness to Richmond, many Hanover people are employed in the non-agricultural lines. Hanover is an important agricultural county in many ways and is among Virginia's leading counties in income from truck vegetables.

The Negro population in Hanover is 6,532. There are 372 farm operators--269 owners, 56 part owners, 2 managers and 45 tenants. The urban is 11.9 of total population, non-farm 44.4 and rural 43.9. The families in the Eastern section of the county receive their income chiefly from truck or vegetable crops, while the families from other sections of the county receive their income from a variety of

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1958 PLAN OF WORK

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