

1959 PLAN OF WORK
for
KING AND QUEEN COUNTY
by
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Home Demonstration Agent

1959 PLAN OF WORK

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1959 PLAN OF WORK

I. County Situation

King and Queen County is located in the Tidewater Area of Virginia, bordered by the Mattaponi River, Middlesex, Gloucester, Essex and Caroline Counties. The county, 318 square miles in area, stretches out for approximately seventy miles, and is about eight miles wide at the widest point and three miles at the narrowest point. This fact makes transportation to meetings within the county a matter of great distance, and thus has some influence on attendance at county-wide meetings.

The land is flat to rolling with a sandy clay soil. The main sources of income are from general farming, general merchandizing, dairying and forestry. About 72% of the total land area is in forests. A vegetable canning factory, located at about the center of the county at Walkerton, offers supplemental income to county people through seasonal employment. County people are also employed by a large pulpwood corporation in West Point, and many travel to Richmond and neighboring towns for employment.

The 1950 Census data indicates a population of 6,299 of which 53.8 percent are non-white. The population has decreased somewhat in the past several years, but there are no accurate figures to report. In 1950 there were 951 farms in the county. The latest farm census figures show that there are 764 farms of which 424 are white farm owners and 340 non-white farm owners. Each year more and more families are having to find sources of income off the farm, and some farmers have sold their land, accounting for decreases.

One-half of the county is on one telephone exchange, and the other half on another. The office is on the lower exchange, whereas all agents live in the other territory. Because of the toll charges, it is felt many people do not request assistance from the Extension Service as other wise would.

With no towns, restaurants, banks, drug stores or theatres in the county (Richmond is 46 miles away), families have to travel great distances to shopping areas, to obtain medical attention and medicines, to secure recreational satisfaction and for household and farming equipment.

There are two high schools for the white and one high school for the negro children. There are fourteen churches representing six different denominations. A County Health Unit is located at the county seat, which has been in operation several years. There are no doctors in the county, and there is one dentist located on a border of the county.

II. County Extension Program - Adult

A. Over-all Program

1. County Agricultural Extension Service Board

At present there is no County Agricultural Extension Service Board or Home Economics Council in the county. It is hoped that such a board and necessary councils and committees may be established soon. It is felt that these organizations will help to strengthen the overall County Extension Program.

2. General Interest Committees

It is hoped that one or more special interest Home Economics Committees will be established in 1959. The agents expects to work with these committees serving as a resource person and assisting committees as need arises in securing specialist help, scientific information and other help. It is felt that more people may be reached and helped through the functioning of these committees.

B. Home Demonstration Club Program

1. County Home Demonstration Club Committee

The county home demonstration club committee will be made up of club presidents, program development leaders, key leaders and the county officers. This committee will meet at least twice during the year. The county home demonstration club committee will be used to assist with program planning procedures and execution of the planned program. Monthly demonstration topics will be selected, club or county objectives will be set up, Federation program of work will be selected, community or county events will be planned, and the committee will have representatives on the County Home Economics Council and County Agricultural Extension Service Board as these are established.

2. Subject Matter Fields

a. Time Management Study

1. Objectives

- a. To help homemakers take a look at their pre-sent use of time and help them evaluate and improve their time schedules.

- b. To help homemakers learn to apply time and energy saving methods to homemaking tasks.

2. Methods

- a. Miss Ocie J. O'Brien, Extension Home Management Specialist, will train the agent.
- b. The agent will conduct one or more leader training meetings prior to the January H.D.C. meetings, at which time leaders will prepare illustrative material.
- c. Leaders will conduct the January meetings, helping members to take a look at themselves, and teaching them 6 time saving methods.
- d. News articles
- e. Home visits

b. Foods

1. Time Management in Meal Preparation

a. Objectives

- 1. To help homemakers learn short-cuts in planning, preparing, and serving nutritious meals to meet their family members' requirements.
- 2. To help homemakers learn to prepare menus ahead of time.
- 3. To help ladies become able to make fewer shopping trips because of better planning of meals and grocery lists.
- 4. To help homemakers learn to plan for emergency meals.

b. Methods

- 1. A food specialist will train the agent prior to the September H.D.C. meeting.
- 2. The agent will conduct method demonstrations at the September meetings.
- 3. Circulars
- 4. Bulletins

5. Radio
6. News articles
2. Broiler Meals
 - a. Objectives
 1. To assist homemakers learn the correct method of broiler cooking.
 2. To help homemakers learn why broiled foods are better because of less fat retaining in meats.
 3. To help women learn foods and one dish meals which can easily be prepared by broiling.
 - b. Methods
 1. Specialist or agent will conduct leader training meetings prior to the November H.D.C. meetings.
 2. Leaders will conduct method demonstrations in November H.D. Clubs.
 3. News articles
 4. Home visits
 5. Radio broadcast
3. Getting More Milk in the Diet
 - a. Objectives
 1. To help homemakers realize the importance of milk and milk products in the diets of persons of all ages.
 2. To acquaint homemakers with the various forms and prices of milk, and how to use them.
 3. To assist homemakers to learn methods of using more milk in cooking.
 4. To help homemakers learn ways of "dressing up" milk for those who do not like it.
 5. To help homemakers acquire a collection of recipes and menu suggestions for milk products.

b. Methods

1. Milk survey in May
2. The agent or leaders will conduct method demonstrations in June, which is Dairy month.
3. Circulars and bulletins
4. News articles
5. Radio broadcast
6. Exhibits

4. Last Minute Holiday Refreshments

a. Objectives

1. To help homemakers acquire a collection of suggestions and recipes for inexpensive, simple, attractive refreshments.
2. To help homemakers learn to prepare refreshments to have on hand for unexpected company.
3. To help homemakers learn attractive ways of serving refreshments.

b. Methods

1. A power company home economist and the agent will conduct method demonstrations in December.
2. Bulletins and circulars
3. News article
4. Exhibits

c. House Furnishings

1. Window Treatment

a. Objectives

1. To help homemaker learn the factors which affect the selection of window dressings, such as the locality of the home, social and family activities, style of house, and family preferences.

2. To help homemakers establish harmony with curtains, walls, rugs, furniture, and accessories in their home.
 3. To help homemakers learn to make unattractive windows more attractive.
 4. To help homemakers become familiar with types of hardware and fabrics.
- b. Methods
1. Miss Ruth Jamison, Extension Home Furnishings Specialist, will train the agent prior to the September H.D.C. meeting.
 2. The agent will conduct September H.D.C. method demonstrations.
 3. Bulletins and circulars
 4. Radio broadcast
 5. News article
2. Church Flower Arrangement
(See II C. Federation Program of Work)
- d. Home Management
1. Time Management in Ironing
 - a. Objectives
 1. To help homemakers learn an efficient sequence of work to save time and energy.
 2. To assist homemakers to learn to make the best use of their present equipment, how to make some ironing aids, and to become familiar with aids they can purchase.
 3. To help homemakers learn recommended methods of sprinkling clothes.
 4. To help homemakers learn to correctly iron an often ironed garment.
 - b. Methods
 1. Miss Helen Alverson, Extension Home Management Specialist, will train the agent prior to the February H.D.C. meeting.

2. The agent will conduct method demonstrations at February H.D.C. meetings.
 3. News article
 4. Radio broadcast
2. Arrangement of Small Kitchen Equipment
- a. Objective
 1. To help homemakers plan to organize the arrangement of the storage of their small kitchen appliances to save the most time and energy.
 - b. Methods
 1. Miss Helen D. Alverson, Extension Home Management Specialist, will train the agent prior to the March H.D.C. meetings.
 2. The agent will conduct method demonstrations at the March H.D.C. meetings.
 3. News article
 4. Radio broadcast
3. Kitchen Space Savers (small)
- a. Objectives
 1. To help homemakers become conscious of space and how to use it to the best advantage.
 2. To help homemakers use simple carpentry skills and scrap materials to construct space savers.
 - b. Methods
 1. Two special interest workshops will be held, one in each end of the county, for homemakers to construct space savers to fit their individual needs.
4. Time Management in House Cleaning
- a. Objectives
 1. To help homemakers learn to use short and easy methods for house cleaning tasks.

2. To help homemakers learn to plan each job and to collect all supplies and equipment before beginning.

b. Methods

1. The agent was trained for this at a district training meeting.
 2. The agent will conduct method demonstrations on this in April.
 3. News article
 4. Radio broadcast
 5. Bulletins and circulars
5. Money Making at Home

a. Objectives

1. To help homemakers analyze their talents and the local possibilities for methods they can use to make money at home.
2. Miss Amelia Fuller, Extension Farm and Home Unit Specialist, will conduct a special interest meeting for interested persons in April

e. Housing

1. Objectives

To assist families with housing plans and problems

2. Methods

- a. Home visits
- b. Bulletins and circulars
- c. Specialist help

C. Federation Program of Work

Art in Daily Living, with the emphasis on wild flowers and flower arrangements, is the 1959 program of work.

A county planning meeting will be held early in the year to set up plans for carrying out the program. It is hoped that Miss Catherine Peefy, Rural Arts Specialist, and Miss Betty Walters, State Art in Daily Living Chairman, will be able to meet with the group.

Prior to the May H.D.C. meeting, Miss Ruth Jamison, Home Furnishings Specialist, will train leaders in church flower arrangements. Leaders will conduct demonstrations in May. Information requested was for suggestions for containers, uses of greens and local flowers; large and small arrangements; arrangements for vestibules and for the sanctuary.

The agent expects to assist with the Federation Program of Work by assisting leaders to secure information, plan and conduct discussions, encourage members to learn about wild flowers in their vicinities and to conserve them in their natural habitat. She will encourage them to become flower arrangement conscious and to attend local and other flower shows.

There may be exhibits at the fall Achievement Day.

D. Other Activities

1. Club Objectives

Each club hold at least three meetings without agent.

Have representatives at all training and county committee meetings.

Cooperate in project for raising money for H.D.C. budget.

Officers will learn more about the responsibilities and duties of their offices.

Elect new club officers in time to attend fall planning meeting.

It is felt that if these objectives can be obtained, leadership will be strengthened and the program will be broadened.

Each club member try to read 5 books from approved lists and earn good reading certificates.

2. National Home Demonstration Club Week

The program development county chairman and county committee decided to include a page of suggestions for observing National H.D.C. Week. They include:

Hold a club luncheon or dinner.

Hold a club and family supper.

Write a news article honoring a club member or giving club activities.

Take part in radio programs, WRNL and WDDY.

Place posters or exhibits in local store or post office windows.

Hold a county meeting.

Tell and write others about Home Demonstration Club work.

Invite neighbors to attend March meeting.

3. Achievement Day

A Home Demonstration Club Achievement Day will be held in the fall. Definite plans will be established at county committee planning meetings in the spring and fall.

4. Publicity of Home Demonstration Work

In order to publicize home demonstration work, the agent expects to write weekly news articles for two local news papers, give occasional radio broadcasts, make personal contacts through office and telephone calls, home visits and meetings.

Club members will be encouraged to carry out suggestions set up for National H.D.C. Week.

5. Judging by Local Leaders

Leaders trained at judging schools, and other qualified persons, have and will probably continue to judge at county and out-of-county functions.

III. Farm and Home Development

The President of the Woman's Club, County Home Demonstration Club Chairman, President of the Farm Bureau, President of the Ruritan Club, one adult 4-H Club leader, a member of the Board of Supervisors, President of the Harriott Young Farmers Club, Agriculture teacher, Home Economics teacher, a county forestry warden, County Health Nurse, and the ASC Office Manager made up a committee which met to select families and set up goals and methods for accomplishing them through Farm and Home Development Activities.

Progress reports have been made from time to time to key members of the committee.

Families attended a two-day school on records and alternatives conducted in King William County. Families were included in a tour of general farm practices planned and conducted by the Farm Bureau in 1957.

A. Objectives

1. To help particular farm families analyze situations, determine needs, establish goals and map a course of action to achieve goals.
2. To help farm families consider and approve alternatives.
3. To help farm families make use of scientific knowledge in order to increase income and obtain more satisfaction in family living.

B. Methods

The agent plans to make numerous home visits alone and with the county agents, to distribute desired bulletins, and to obtain scientific information from specialists and other sources as needed by the twenty-one or more families. Tours may be set up to visit farm and home development accomplishments.

IV. County Extension Program - Youth

A. Organization

1. County 4-H Council

The County 4-H Council, composed of 4-H officers of all clubs, and adult leaders, plans to hold at least two planning meetings in 1959, plus one or two recreational meetings. The first 1959 meeting will be in February. It is felt that this 4-H Council can be very helpful in planning, adjusting, and carrying out 4-H programs and activities.

The following objectives were set up by the council:

- a. Observe County Achievement Day
 - b. Observe National 4-H Club Week - March
 - c. Hold Share-the-Fun Talent Contest - April
 - d. Observe Rural Life Sunday - May
 - e. Attend Jamestown Camp - (30 members or more)
 - f. Completion of 75% of record books
 - g. Adult leaders for each club
 - h. Raise money for county fund
 - i. More members enter county contests
 - j. Increase membership
2. All Stars

It is hoped that boys and girls will increase their activities and improve records, and that King and Queen County will have one or more new All Stars next year. It is felt that present All Stars can help to promote 4-H activities within the county.

3. Project Planning Committee

4-H Adult Leaders and Officers will help to plan programs and project activities during the coming year.

B. 4-H Project Work

1. Room Improvement

Four Community project groups of girls, and several individuals are enrolled in this project.

a. Objectives

1. To help club members see what is needed for their rooms and to make plans for improvements.
2. Help club members make the best use of the furnishings on hand.
3. To help club members learn how to make or restore simple accessories that are needed.
4. To help club members learn to improve their room by keeping it well cared for.

b. Methods

1. The following schedule of monthly demonstrations has been set up for the project groups:

October - Inventory and "Before" Floor Plan
Plans for improvement

November - Let's make a Bulletin Board

December - Arranging Furniture in an Orderly
Manner

January - Caring for my Room (Make a dustless
dust cloth)

February - The Right Light for Your Room

March - Keeping top of dresser, drawers, and closet
orderly

April - House Plants - Use and Care

May - "After" Picture, exhibits - Complete records

2. Home visits
3. Exhibits
4. Radio

5. News articles

6. Bulletins and circulars

2. Entomology

Two school 4-H Clubs are enrolled in this project.

a. Objectives

1. To acquaint members with life history, habits, prevention, and control of the most common insect pests.
2. To teach members the importance of beneficial insects and how to protect them.

b. Methods

1. The following schedule of monthly demonstrations has been planned:

November - Household harmful insects - prevention and elimination

December - Project requirements and activities

January - Movie - "4-H and the Insect World"

February - How to make and use equipment

March - Beneficial and harmful insects

April - Classifying and mounting insects

May - Classifying and mounting - complete records

2. News articles

3. Bulletins and circulars

3. Meal Preparation

One School club and the Newtown Community Club are enrolled in this project.

a. Objectives

To help members learn:

1. The principles of meal planning.
2. How to set the table correctly.
3. How to prepare various milk drinks.
4. To cook vegetables correctly.
5. How to prepare simple meats.
6. To prepare a salad.
7. To pack a lunch.

b. Methods

Mrs. Mildred P. Hudgins, VEPCO Home Service Director, Gloucester, is planning to assist with the school club. Mrs. W. G. Turpin, Newtown adult leader, will assist her girls.

1. The following monthly demonstrations have been planned:

November - Project requirements and activities - agent

December - How to set the table correctly

January - Milk drinks

February - Vegetable cookery

March - Meats

April - Salads

May - Packed lunches - complete records

2. Circulars and bulletins
3. Home visits
4. Radio
5. News article

4. Electricity

a. Objectives

1. To help members learn:
 - a. About electricity and its practical uses in the home and on the farm.
 - b. To improve the lighting in one or more rooms in their home.
 - c. To care for some electrical appliances.
 - d. To give demonstrations and to enter county and district contests.
2. To have a boy and girl attend the Electric Congress in August.

b. Methods

1. Agents, leaders, a special guest will conduct the following demonstrations at the Busy Bees meetings:

November - Good Home Lighting - Mrs. Mary Campbell Cook
V.E.C. Home Advisor

December - Principles of electricity

January - Project requirements - check list of present
~~XXXXXXXXXX~~ equipment

February - Care of home appliances

March - Electric Equipment you can build

April - Fuses and How to replace them

May - Complete records

5. Home Grounds Beautification

a. Objectives

To have club members learn:

1. How to plan walks and drives.

2. How to develop a lawn.
3. How to plant annuals.
4. To keep their home grounds neat and attractive.

b. Methods

The Pamunkey Club (Marriott 7th grade) is conducting this project. Agents and/or leaders will conduct the following monthly demonstrations:

November - Project requirements and activities

December - Planting bulbs

January - Quiz on Virginia trees

February - Planning walks and drives

March - Establishing and maintaining lawns (use of lawn mower)

April - Planting annual flowers

May - Complete records

2. Bulletins and circulars

3. News articles

4. Radio

5. Slides

6. Junior Leadership

Two school groups, composed of high school members, are enrolled in this project. The agents plan to teach club members how to give demonstrations and assist younger club members. Subject matter on a different project will be used each month.

7. Clothing

So You'd Like to Sew

Many club girls are carrying this as an individual project. There are no club groups enrolled in this project.

a. Objectives

1. To help club girls learn how to use sewing equipment.
2. To assist girls to learn to straighten edge of cloth.
3. To help girls learn how to baste.
4. To help girls learn attractive and simple color combinations.
5. To help girls learn how to give exhibits and demonstrations.

b. Methods

1. Project information and helps will be mailed to members or distributed at club meetings.
2. Home visits
3. Circular letters
4. News articles

C. 4-H Activities

1. 4-H Contests (county, district, state)

County contest Day is set for April 4, 1959, with contests in Public Speaking, Dress Revue, Clothing, Meal Preparation, Electric, Handicraft articles, etc.

A "Share-the-Fun" Contest will be conducted in April.

2. 4-H Camps

It is expected that King and Queen County will be represented at 4-H Camps at Jamestown in the summer of 1959. Thirty or more boys and girls are expected to attend.

3. County Recreation Meetings

(Junior and Senior) will be held in the spring, conducted by members and leaders.

4. Rural Life Sunday

4-H Club members in King and Queen County expect to observe 4-H Club Sunday on a local and/or county-wide basis. The County Council will make plans for the observance at the spring planning meeting.

5. 4-H Short Course

King and Queen County 4-H Club members expect to be represented at the State 4-H Short Course at V.P.I. in Blacksburg in June, 1959.

6. 4-H Achievement Day

A 4-H Achievement Day is planned for the fall of 1959 to publicize activities of the 4-H Club, recognize outstanding 4-H members and leaders, to present awards and to have some planned fun.

D. Young Men and Young Women's Work

At present there are no organized young men and young women's work in the county. The agent expects to reach this group through 4-H, H.D.C., and Farm and Home Development activities. She expects to cooperate with the churches, Junior Woman's Club, and other organizations composed of persons in this age group.

The agent has begun a list of new homemakers, not now reached through other groups, with whom she hopes to work in the future.

V. Scope of Work

A. Organization	<u>No. in 1958</u>	<u>Goal 1959</u>
Number of home demonstration Clubs	6	6
Membership	98	100
Number of 4-H Clubs	10	12
Membership	166	184
Number of young men and women's Clubs	0	0
Membership	0	0
Number community improvement clubs	0	0
Membership	0	0
Number home economics committees	0	0
Number general interest committees	0	0
Number youth committees	0	0
Number other organizations	0	0
Number farm and home development fam.	25	30

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)	0	0

B. Home Demonstration Club Leadership	<u>No. in 1958</u>	<u>Goal 1959</u>
Number organizational leaders	64	64
Number project leaders (subject matter)	40	40
No. Federation program of work chairmen	6	7
Number program development leaders	7	7
Number result demonstrators	8	9
Number meetings at which leaders were trained by specialists	3	3
Number meetings at which leaders were trained by district agents	0	1
Number meetings at which leaders were trained by agent	1	2
Attendance at training meetings	6	10
No. club meetings held by leaders without agent present	16	20
No. club meetings in which leaders assisted	22	24
Total number demonstrations given by leaders	40	45
No. talks or discussions by leaders	50	60

Leaders mentioned above will be trained by specialists, district agent, or agent on topics designated earlier in plan of work. Program development leaders will carry out program planning discussions in respective clubs, will attend county planning meetings, and will carry planned program back to respective clubs for further discussions, alterations and then assist with execution of the program as planned.

Federation Program of Work Chairman will shoulder the responsibility of executing the Federation activities within respective clubs as planned.

Project leaders will assist agent with some method demonstrations and will conduct method demonstrations alone as well as assist with carrying out the planned program.

It is felt that all leaders mentioned will aid in increasing the scope of Extension work and help obtain other homemakers not enrolled in Home Demonstration Clubs at present.

	<u>No. in 1958</u>	<u>Goal 1959</u>
C. Over-all Youth Leaders (Organization leaders for county youth council)	0	0

D. 4-H Club	<u>No. in 1958</u>	<u>Goal 1959</u>
Number 4-H Club officers	46	55
Number adult project leaders	4	5
Number junior project leaders	2	3
Number result demonstrators	1	2
No. meetings at which leaders were trained by specialist	1	2
No. meetings at which leaders were trained by district agent	0	0
No. meetings at which leaders were trained by agent	1	2
No. meetings at which leaders were trained by personnel in 4-H Dept.	0	1
No. meetings at which leaders were trained by others	10	1
Attendance at leader training meetings	5	10
No. 4-H leaders trained individually	5	6
No. club meetings held by leaders without agent present	10	15
No. club meetings at which leaders assisted	25	30
No. demonstrations given by adult leaders	7	10
No. demonstrations given by junior leaders	2	4
Plan for training and using leaders		
Agents will train officers on parliamentary procedure, possibly at a county council meeting.		
Project leaders will be trained by the agent. These leaders		

will present method demonstrations to girls and assist them with project work, record keeping and club activities. Leaders will keep agent informed on progress of club members and turn in reports of progress. Leaders may assist with other 4-H activities and will assist with county 4-H program planning procedures.

E. Young Men and Young Women's Clubs	<u>No. in 1958</u>	<u>Goal 1959</u>
Number club officers	0	0
Number adult leaders or sponsors	0	0

VII. Plans for work with other agencies. List agencies and describe cooperative work with each.

A. Virginia Electric and Power Company

This company's home service director, Mrs. Mildred P. Hudgins, will conduct the December H.D.C. meetings on Party Refreshments. She also plans to work with the G. C.'s 4-H Club (Meal Prep) and four project groups enrolled in Your Room-Pep It Up! The company has also helped plan an open house demonstration on lighting.

B. Virginia Electric Cooperative

Mrs. Mary Campbell Cook, VEC Home Advisor has helped plan and is expected to help conduct an open house lighting demonstration.

VIII. Development of Good Public Relations In the County with:

Regular weekly office conferences of co-workers will be held in order for the county agents, home agent, and office secretary to be better informed of activities in which each is engaged. It is felt that through these office conferences, better planning can be done, a better understanding of county program planning and activities will result, and co-workers will have a better understanding of each other and each others work.

B. General Public

Through personal contacts and news articles and home visits the general public will be informed of Extension activities which should help to promote good public relations.

c. Elected Representatives

In order to promote good public relations with elected representatives in the county, they will be invited to attend meetings of special interest and will be informed through personal contacts and news articles in local papers of Extension Activities and accomplishments.

D. Commercial Interests

The agent plans to attend any educational meeting or function sponsored by commercial firms, in so far as time permits, and to encourage others to take advantage of facilities and information available.

E. Other Professional Workers

The agent plans to cooperate with other professional workers, such as the ASC, teachers, principals, county health personnel, etc., in the exchange of information and ideas, and to offer assistance in helping others in their professions.

IX. Plans for Recording Progress and Evaluating Programs

1. Field note book, which includes a copy of the plan of work.
2. Daily reports
3. Leadership activity records
4. Monthly reports - (includes Farm and Home Development)
5. Home Demonstration Club Achievement reports
6. Surveys may be used

The program will be evaluated through 4-H and Home Demonstration Club Achievement Days and the Annual Report.

X. Plans for Professional Improvement

A. Organized Study

1. Agent training meetings conducted by specialists and commercial concerns.
2. Agents' Conference
3. 4-H Short Course
4. Institute of Rural Affairs

B. Reading Professional Books and Publications

1. Extension Service Review
2. Extension News
3. Head, Heart, Hands and Health
4. National 4-H News
5. What's New In Home Economics
6. Forecast
7. Journal of Home Economics
8. University of Virginia News Letter
9. News letters from specialists
10. Magazine articles of timely nature

C. Membership in Professional Organizations

The agent is a member of the Virginia Home Economics Association; American Home Economics Association; Virginia Home Demonstration Agents Association and National Home Demonstration Agents' Association.

D. Programs and Workshops by other organizations

As time permits the home agent expects to take advantage of educational programs and workshops which come up during the coming year.

E. Planned Education Trips

The home agent expects to tour Williamsburg, parts of Richmond, and perhaps the University of North Carolina.

XI. Cooperative Plans by Agents Toward a Unified Extension Program

The agents hope to keep informed of each others activities through frequent conferences. The secretary keeps composite charts of all appointments and meetings. They will cooperate with each other any way possible.

XII. Problems in Carrying Out Extension Program and Plans for Meeting Them

A. Problems

1. Distance between points in the county, which makes it difficult for people to attend meetings.
2. Half of the county is on a long distance telephone exchange. It is felt that more people would take advantage of services were it not for this fact.
3. Lack of public transportation and good roads.

B. Plans for Meeting Problems

1. Make as many home visits as possible
2. Schedule two meetings when it is warranted to make information available for more people.
3. Use of circular letters, newspapers, and radio.