

S. Individuals and Families

- a. Home visits, personal contacts, group meetings, organization attendance and membership will be a basis for contacting individuals and families. Circular letters and news articles will also be used.

B. Professional Improvement

A. Organized Study

1. School - Night classes at the Virginia Electric Power Co. in Fredericksburg.
2. Agent Training in Communication School, Richmond

B. Reading

1. Professional books from State, VPI, and RPI Libraries.
2. Magazines - Journal of Home Economics, Whats' New In Home Economics, Forecast, Today's Health, Family Economics Review, Cooperative Extension Review, American Home, House Beautiful, Better Home & Garden, Southern Planter, Southern Agriculturist and Farm Journal.

C. Membership in Professional Organizations

National Home Economics Association
National Home Demonstration Agents Association
Virginia Home Economics Association
Virginia Home Demonstration Agents' Association

D. Programs of Other Organizations

Garden Club landscape workshop
Safety Council for Fredericksburg Area
Virginia League for Planned Parenthood

E. Planned Educational Trips

National Home Demonstration Agents Association Meeting

- a. Landscaping Health Department Grounds.
 - b. Promote Good Nutrition.
 - c. Attend meetings of Mental Health Chapter.
2. Education Department
 - a. Collect clothing for needy children.
 3. Welfare Department
 - a. Promote Christmas Mother Program.
 4. American Red Cross
 - a. Cooperate in blood bank donor program.
 - b. Promote membership.
 5. Children's Home Society
 - a. Help make the needs of the Society know.
 - b. Cooperate in annual promotion drive.
 6. National Polio Foundation
 - a. Help promote special fund raising campaign activities.
 7. National Cancer Foundation
 - a. Help provide needed cancer bandages.
 - b. Promote the use of educational films.
 8. State TB Association
 - a. Promote the use of educational materials.
 9. National Heart Association
 - a. Promote the use of research information by persons with abnormal heart conditions.
 10. Mental Health Association
 - a. Help to bring purpose of Mental Health program to the attention of the public.
 - b. Help secure chairman in county for membership drive.

3. Farm Bureau
 - a. Be informed on policies.
 - b. Cooperate in promoting phases of program that pertain to homemakers.
 - c. Help inform homemakers on policies of organization.
4. Associated Clubs of Virginia
 - a. Seek county chairman to inform civic organizations of the purpose of the Association.
 - b. Use information to help promote better roadside development.
 - c. Encourage 4-H clubs to participate in Anti-Litterbug Campaign in county.
5. Fredericksburg Fair Association
 - a. Encourage homemakers to exhibit.
 - b. Help secure entries for beauty contest.
 - c. Promote making of educational exhibits.
6. Virginia Electric Cooperative
 - a. Cooperate with Home Service Representative in promoting educational programs.
5. Relationships with Businesses
 - a. Know materials available through local firms.
 - b. Use educational materials whenever available.
6. Mass Media Personnel
 - a. Maintain cordial relations with mass media personnel.
 - b. Keep personnel informed on purpose of educational program.
7. Other Agencies
 1. Health Department

VI. For Special Consideration

A. Plans for good public relations in county with:

1. State Extension Organization

- a. Be informed on special requests, changes and policies.
- b. Cooperate with Extension personnel in Caroline County.

2. Parent Institution

- a. Be informed of opportunities for training and special courses.
- b. Encourage high school graduates to avail themselves of opportunities for special training through facilities of VPI.

3. Elected and Appointed Officials

- a. Maintain cordial relations with individuals.
- b. Keep officials informed of activities of the Extension Department that would be of interest.

4. Other Organizations

1. Womens Clubs

- a. Maintain membership in good standing.
- b. Cooperate in promoting activities and program.
- c. Be informed on organization methods, purpose and membership.

2. Ruritan Clubs

- a. Cooperate in promoting the county youth fair.
- b. Cooperate in securing groups to furnish meals to the organizations.

V. Leadership

2. Home Demonstration Leadership

	No. 1959	Goal 1960
No. Organizational leaders	40	50
No. Project leaders (subject matter)	29	72
No. Federation Program of work chairmen	10	13
No. Program Development Leaders	10	13
No. Result Demonstrators	1	2
No. training meetings by specialists	2	3
No. training meetings by dist. agents	3	2
No. training meetings by agents	3	2
No. training meetings by others	0	2
Attendance at all training meetings	70	250
No. meetings held without an agent	20	40
No. meetings leaders assisted	62	50
Demonstrations by leaders	28	48
Talks and discussions by leaders	58	250

3. 4-H Club Leadership

	No. 1959	Goal 1960
No. Club Officers	30	30
No. Adult project leaders	3	10
No. Junior project leaders	4	5
No. result demonstrators	0	2
No. training meetings by specialists	0	2
No. training meetings by dist. agents	1	2
No. training meetings by agents	3	4
No. training meetings by members club dept.	0	0
No. training meetings by others	0	0
Total Attendance at Ldr. Tr. meetings	20	40
No. 4-H leaders trained individually	10	20
No. Club mtgs. held by ldr. w/out agent	7	20
No. additional club meetings at which leaders assisted	0	0
No. demonstrations given by adult leaders	10	30
No. demonstrations given by junior leaders	15	35

B. Strengthening Leadership

Leadership training is the area in which there is need for greatest emphasis. This applied to the Home Demonstration program as well as to the 4-H and youth program.

In subject matter fields leader training meetings have been planned for carrying out the program. Organization training meetings will be held at different times during the year.

IV. Scope of Work

A.	No. 1959	No. 1960
No. H.D. Clubs	10	12
Membership	240	300
No. HD Groups (Unorganized)		1
Membership		20
No. 4-H Clubs	7	6
Membership	123	130
No. YHS Clubs	0	0
Membership	0	0
No. Community Clubs	1	0
Membership	40	0
No. Home Ec. Committees	1	2
Membership	12	24
No. General Interest Committees	0	0
Membership	0	0
No. Youth Committees	1	1
Membership	8	12
No. Other Organizations	0	0
No. Farm & Home Boy. Families	3	5
No. Other Families Reached	135	150
No. Different Families Reached	125	140

Promoting a better 4-H and youth program in the county is the area in which there is need for the greatest emphasis during the year.

1. Goals to be Achieved:
 - a. More permanent organization of 4-H activities.
 - b. More supervision of club members by adult leaders.
 - c. Better training for adult leaders.
 - d. More and greater variety of activities in which 4-H club members may participate.

C. Other Activities

1. Community Activities

- a. Provide decorations for school cafeterias for special holidays.
- b. Provide signs for highways saying "Welcome to Caroline County".

2. Camp

Two scholarships will be provided for attendance at Jamestown Camp. Project completion will be a requirement for attendance at camp. Greater attendance of members will be encouraged.

3. Rural Life Sunday

Through encouragement by adult advisory committee recognition of 4-H club work in the community and 4-H members in the church will be encouraged.

4. Achievement Day

An Achievement Day program for recognition of work done and awards made.

5. Fairs

4-H club members will be encouraged to make individual exhibits and group educational exhibits in the county youth Fredericksburg inter county and the State Fair in Richmond.

6. Special Events

1. Share-the-fun contest will be held.
2. Rally Day Program - A county-wide event for fun will be held. Parents of members will be present.

3. Safety rules pertaining to electricity.
4. Assembling of a pin up lamp.

Plans For Carrying Out Project

1. Demonstration by agent at club meetings.
2. Talks or demonstrations by members.
3. Work meetings with adult and junior leaders outside club meetings.
4. Have exhibits at county youth fair and Fredericksburg fair.
5. Hold county contest.

Notes on Results, Adjustments, Accomplishments

B. 4-H Project Work

Project: Farm and Home Electric - Unit I

Topics to be Included:

1. Care of electrical equipment.
2. Knowing about fuses and how to replace them.
3. Repairing electric cords.
4. Learning need and requirement for a good study center.
5. Care of equipment and lamps in the home.
6. Special activities making pin up lamps.
7. Preparing educational exhibits.
8. Safety with electricity.

Number of Clubs, Groups Involved

Six (6) 4-H clubs

Goals

- To have a better understanding of value of electricity to family living.
- To care for electrical equipment well.
- To follow safety rules in handling equipment.
- To complete project and compete in county electric contest.

What the Members Are to Learn

1. Proper care of electrical equipment in the home.
2. Knowledge about fuses and how to replace them.

Area of Work	Goals	Methods
House Furnishings	To make best use of present furnishings. To be better informed for buying house furnishings.	Discussions Pamphlets Visits to local stores
Improved work Methods	Using right equipment for best job. Use time saving methods. Use improved storage for better work methods.	Small Home Council Bulletins Discussion Keeping records of way time is spent.

III. County Extension Program - Youth

A. Organization

1. County Youth Council
2. Adult 4-H Advisory Committee
 - a. Composed of parents and youth leaders.
 - b. Purpose of committee
 1. Provide well rounded 4-H program in Caroline County.
 2. Provide leadership and support to make special events possible.
 3. Help provide leadership for project instruction.
 4. Help improve keeping 4-H records and improving them.

Educational exhibits will be set up in competition with those from other counties.

Chairmen and helpers in various departments for fair exhibits will come from volunteer leaders in different communities.

5. Special Tours

Educational tours to Richmond and adjoining areas will be made during the year. Industries of particular interest, places of historic or for other features will be selected as places to visit.

E. Farm and Home Development

Three families were worked with in 1959.

In 1960 five families will be assisted in this program.

Additional families will be located by requests from the homemakers.

Objectives in working with the families will be:

1. To recognize families major needs.
2. To establish long and short time goals.
3. To achieve satisfactory family living.
4. To make the best use of technical knowledge available to meet their needs.

Area of Work

Goals

Methods

Budgeting

To make best use of family dollar. Keep records of family spending. Plan a budget.

Discussion
Pamphlet Study
Keeping Records
Film strips

C. Other Activities

1. Club Community Projects

Each club will select their own objectives and goals for the year. In a greater part of the clubs something of a civic nature will be included. Objects will vary according to the needs of the different communities.

County objectives were not set up.

2. National Home Demonstration Club Week

Observance of National Home Demonstration Club Week will be observed with special activities featuring the program of work.

A committee will plan how the activities for the week will be featured.

3. Achievement Day Program

The annual Achievement Day program will feature work done in the program of work since that is the part of the program for which Home Demonstration members are directly responsible. Each club will plan their own exhibit or manner in which their work on the Study of trees will be featured. Features involving as many members as possible will be used.

4. Fairs

Homemakers will be encouraged to make individual exhibits at the Fredericksburg and State Fair.

Individuals will judge exhibits at other fairs.

3. To learn ways to protect trees.
4. To know types of trees.
5. To appreciate beauty of trees.

Plans For Carrying Out Program and Measuring Results

1. Selecting leader from each club.
2. Conference with county chairman and forestry specialist.
3. Talks, discussions and presentation of illustrative material by club leaders.
4. Training Program of Work Chairman by agent and county Chairman.
5. Presenting facts and information by club leaders.
6. Preparing educational exhibits for National Home Demonstration Week, local inter-county fair, Achievement Day program.
7. Use of tree, leaves and seeds for providing designs to be used in creative craft materials.
8. Collecting samples of materials to represent the many and varied uses of products from trees.

Measuring Results:

1. Interest in preparing exhibits.
2. Study of material for facts which will be presented.
3. Use of tree designs with different craft materials.
4. Continued interest in study of trees.
5. Interest in poems and literature about trees.

Subject Matter or Special Emphasis Area Program of Work "Art in Daily Living" With a Study of Trees

Problem: Lack of interest, appreciation and specific knowledge of different varieties and kinds of trees.

Topics to be Included:

1. How Christmas trees came to be used.
2. Check sheets for recognizing trees.
3. Understanding value of tree crops.
4. Protecting trees against insects and disease.
5. Recognizing woods used in furniture.
6. Recognizing kinds of pine trees.
7. Recognizing kinds of oak trees.
8. Selecting fruit trees for home.
9. Products of industry from trees.
10. Selecting trees for the home grounds.
11. Conservation of trees.

Number of Clubs, Groups or Committees Involved

Nine (9) clubs and three (3) groups

Goals: Changes expected to be brought about in people:

1. To be able to recognize different trees.
2. To study conservation of trees.

To Be Learned

1. Opportunities for promoting citizenship and international understanding.
2. Needs for promoting and understanding this phase of Home Demonstration work.
3. Ever increasing responsibilities of citizens for greater understanding and proving better leadership.

Plans For Carrying Out Program and Measuring Results

1. Selection of leaders from each club to give demonstration.
2. Leaders attend Citizenship Forum in Fredericksburg for information and training for demonstration.
3. Agent collect and prepare subject matter material for leaders.

Measuring Results:

1. Reports from club members.
2. Interest and satisfaction on the part of leaders.
3. Developing a greater interest in continuing to discuss citizenship and carrying it as a County Program of Work.

Notes on Results, Adjustments, and Accomplishments

Plans For Carrying Out Program and Measuring Results

1. Selecting leaders from club to give demonstration.
2. Specialist train leaders to give demonstration in each club.
3. Leaders collect materials and give demonstration in each club.
4. Agent prepare or collect subject matter material for each leader and member.

Notes on Results, Adjustments, and Accomplishments

Subject Matter or Special Emphasis Area Citizenship

Problem: The discussion on citizenship for one month's program during 1960 was planned to meet the following needs:

1. Create more interest in civic matters and community conditions on the part of homemakers.
2. Inform members on conditions existing in other countries.
3. Increase understanding of leaders and members for citizenship and inter-national understanding as promoted through the National and International phase of the Home Demonstration Program.
4. Widen horizons of understandings and interests.

Number of Clubs, Groups or Committees Involved

Nine (9) clubs and three (3) groups

Goals: Changes to be brought about by demonstration on Citizenship:

1. Better understanding of scope and purpose of club goals.

3. Consideration for topics in 1961 program.

Notes on Results, Adjustments, and Accomplishments

Topic: Selecting Containers and Making Flower Arrangements

Number of Clubs, Groups or Committees Involved

Nine (9) clubs and three (3) groups

Goals: Changes to be brought about by demonstration in selection of flower containers and making flower arrangements.

1. Better use of home grown flowers for decorative purposes.
2. Understanding good color combination, line and design with flower arrangements.
3. Making Flower arrangements meet a decorative need in the home.
4. Gain confidence and satisfaction from results of materials used in flower arrangements.

To Be Learned

1. Proportions and qualities of a good flower arrangement.
2. Features to be included in a satisfactory and satisfying flower arrangement.
3. Satisfactory and effective "hardware" necessary to make a good flower arrangement.
4. Relation of container and flowers.
5. Decorative results which can be expected from a flower arrangement.

Topic: Selecting of Lamps or Shades, Making of lamps or shades

Number of Clubs, Groups or Committees Involved

Nine (9) Clubs and three (3) groups

Goals: Changes to be brought about by demonstration on selection or making of lamps or shades:

1. Recognize features of good lamps or shades.
2. Make changes necessary to provide better lighting in the home.
3. Understand skills necessary for doing a satisfactory job in improving or making lamps and shades.
4. Be more conscious of importance and need for adequate light in the home.

To be learned

1. Standards to be met by lamps and shades to achieve an adequate lighting job.
2. Materials that may be suitable for use in making lamps and shades.
3. Satisfaction from achieving a satisfactory job.

Plans For Carrying Out Program and Measuring Results

1. Demonstration by agent or work meetings on a choice of selecting or making lamps or shades.
2. Making or buying lamps or shades for the home.
3. Arranging present lamps for adequate lighting for special activities in the home.

Measuring Results

1. Quality and satisfaction from articles made.
2. Interest shown by members.

3. Know results to expect from wise selection and use of pictures.
4. Use of accessories and materials for decorative purposes in the home.

To Be Learned

1. Suitable pictures and accessories for different parts of the home.
2. Qualities to look for in desirable pictures.
3. Pictures to be avoided in decorating the home.
4. Recognizing satisfactory results from use of pictures or accessories.

Plans For Carrying Out Program and Measuring Results

1. Demonstration by agent to clubs and groups.
2. Visits to homes for consultation by request of the homemaker.
3. Special interest meeting for ones interested in renovating frames and pictures.

Measuring Results

1. Number interested in special interest meeting for framing pictures.
2. Rooms that have been improved by using the suggestions from the demonstrations.
3. Requests for home visits pertaining to selecting and hanging pictures or accessories.

Notes on Results, Adjustments, and Accomplishments

found in material.

3. Understanding of features that will give the best dollar value

To Be Learned

1. Results to be expected from use of different fabrics.
2. Qualities to be looked for in materials for different uses.
3. Qualities of different materials.
4. Know information to be found on labels.

Plans For Carrying Out Program and Measuring Results

Demonstration by agent to clubs and groups.

Tour through fabric department of some stores if interest warrants activity.

Notes on Results, Adjustments, and Accomplishments

Topic: Picture Selection for the Home

Number of Clubs, Group or Committees Involved

Nine (9) clubs and three (3) groups

Goals: Changes to be brought about by demonstration on selecting pictures:

1. Create more interest in good pictures.
2. Be more conscious of sources of good pictures for the home.

2. Requests for information.
3. Continued and greater interest in meat costs and methods of preparation.

Notes on Results, Adjustments, and Accomplishments

Subject Matter or Special Emphasis Area House Furnishings

Problem: The demonstrations in house furnishings for the 1960 program were planned to meet the following needs:

1. Improve present home furnishings with little cost.
2. Understand features and importance of adequate light for the home.
3. Understand features of materials on the market for house furnishings.
4. Know service qualities of different available materials.
5. Understand rules to consider for pleasing results in decorations.

Topics: New materials for upholstery, draperies and slip covers.

Number of Clubs, Groups or Committees Involved

Nine Clubs (9) and three (3) groups

Goals Changes to be brought about by demonstration on new materials for upholstery, draperies and slip covers:

1. Features to consider in choosing materials for certain jobs.
2. Recognizing labels as a source of reliable information for features expected to be

Topic: Preparation and Cuts of Beef and Pork

Number of Clubs, Groups or Committees Involved

Nine (9) clubs and three (3) groups

Goals: Changes to be brought about by demonstration on preparation and cuts of beef and pork:

1. Making better use of home grown meats by making more desirable cuts.
2. Gain understanding of points that determine the value of different meat cuts.
3. Serve meats prepared in a greater variety of ways.
4. Serve better balanced meals.

To Be Learned

1. Recognize different cuts and part of animal from which they come.
2. Know best methods of preparing different cuts and why.
3. Know monetary and nutritional value of different meat cuts.

Plans for Carrying Out Program and Measuring Results

Demonstration by agent to members of club.

Comparing costs of different cuts.

Evaluating advantages and disadvantages of different meat cuts.

Measuring Results:

1. Reports from members.

3. Easy methods of preparing and serving milk drinks and certain desserts.
4. Importance of persistence in serving well balanced diet to members of the family.

Plans for Carrying Out Program

Selection of food leaders to present demonstration.

Food Specialist train leaders for demonstration.

Leaders present demonstration to club members.

Agent collect written information for leaders and members.

Measuring Results:

1. Reports at end of year by club members.
2. Selections for 1961 programs.
3. How leaders felt about demonstrations.

Notes on Results

5. Care and use of equipment in preparing salads.
6. Understanding of relation of Food values and costs.

Plans for Carrying Out Program

Training of leaders by food specialist.

Presenting demonstration to club members by leaders.

- Selecting and preparing suitable subject matter material by agent for demonstration.

Topic: Milk Drink and Low Calorie Desserts

Number of Clubs, Groups or Committees

Nine (9) clubs and three (3) groups

Goals: Changes to be brought about by demonstrations in milk drinks and low calorie desserts:

1. Provide more nutritious refreshments for members of the family.
2. Increase calcium content of diet.
3. Meet a dietary need with low calorie desserts.
4. Increase understanding of need for considering calcium and calorie content of diet.

To Be Learned

1. Function of calcium in daily food.
2. Evaluating desserts in terms of food value contributed to the diet.

B. Subject Matter and Special Emphasis Areas Food and Nutrition

Problem: The selection of food demonstrations for the 1960 program hinged around the following needs:

1. Making best use of home produced foods.
2. Providing a well balanced diet for the family.
3. Adding interest and variety to the family menu.
4. Meeting special diet needs.

Topics to be Included

Salads and Dressings

Number of Clubs, Groups or Committees Involved

Nine (9) Clubs and three (3) groups.

4. Goals: Changes to be brought about by the salad and dressing demonstration:

1. Serving better balanced meals.
2. Have greater variety in ways foods are served.
3. Provide meals with low calorie content.
4. Use home grown foods for good meals.

To be Learned

1. Nutritional value of foods used in salads and dressings.
2. Calorie count for salads as compared with other foods.
3. Place of importance salads occupy in balanced meals.
4. Technique and skills in preparing salad.

More homemakers are working away from home this year. Time for transportation to Richmond or Fredericksburg makes the homemakers day away from home longer. High cost of living, uncertain income from farming, and higher standards of living have been factors contributing to the greater number of people working away from home.

II. County Extension Program - Adult

A. Organization

1. County Agricultural Extension Service Board.
2. Home Economics Council.
3. General Interest Committees.
4. Home Economics Committees.
5. County Home Demonstration Club Committee.

near Bowling Green. A new white and colored elementary school have been built in Bowling Green to relieve the over crowded and poor housing school conditions. A committee of local citizens was influential in bringing about such a building.

Lumber industries, various stores, plants in Richmond, Sylvania Plant in Fredericksburg and A. P. Hill Army Camp afford employment off the farm to men and women of Caroline County. There is an increase in off the farm employment for both men and women.

The Junior Chamber of Commerce made a survey of labor supply for a factory or plant to be brought to Bowling Green. Capital investment has been one of the handicaps in establishing such a plant. Efforts continue to encourage the establishment of a plant.

Caroline County is fortunate to have a new Memorial Building for the Health Department consisting of a part-time doctor, nurse and Sanitation Officer. Eight doctors live in Caroline County and serve the population from five parts of the county. Caroline County stands in 14th place in the State for T.B. cases.

The soil is very suitable for gardening. Most families both farm and non-farm have a garden which provides a part of the family's food supply. Home freezers are a help in making gardens a year round food supply. In Fredericksburg there is a Frozen Food Locker Plant that some farm families use for processing their meat or for freezing and storing food. The amount of beef cattle raised in Caroline is increasing. There are some good Dairy herds in the county. There seems to be a lack of farm families with a cow or two providing their own milk supply.

1960 PLAN OF WORK

Susan Cole
Home Demonstration Agent

Caroline
County

I. County Situation

Caroline County is a rural area, with one fifth of the land occupied by the A. P. Hill Military Reservation. The incorporated towns are Bowling Green and Port Royal. The total land area of Caroline County is 348,160. According to 1955 census there are 1,169 farms in Caroline County. This is a decrease of 67 farms from 1950. The average size farm is 133.2 acres which is an increase of 3.4 acres per farm. The average farm income in 1950 was \$1,791 for 54.7% of farm families. 51.8% of the 1950 population was rural nonfarm. The median of school years completed is 7.5 for county as a whole and 6.9 for rural farm families.

Caroline County is crossed by five main highways. Tourists trade affords income to a number of tourist courts, restaurants and one hotel. Bus service is available from the Greyhound bus lines on #1 highway and Trailways between Richmond or Fredericksburg on #2 highway. This is an important factor to people employed in Richmond or Fredericksburg. A local bus line provides transportation to the Sylvania Plant in Fredericksburg, a division of the American Viscose Corporation. Problems pertaining to a transient population exist.

80% of the roads in Caroline are hard surfaced.

There are two white high schools in the county located at Bowling Green and Ladysmith. One colored high school, Union, located

TABLE OF CONTENTS

	PAGE
I. County Situation.....	1
II. County Extension Program - Adult	
A. Organization.....	3
B. Subject Matter and Special Emphasis Areas	4
C. Other Activities	17
E. Farm and Home Development	18
III. County Extension Program - Youth	
A. Organization	19
B. 4-H Project Work	20
C. Other Activities	22
IV. Scope of Work	
A. Organization	23
V. Leadership	
Home Demonstration	24
4-H Club	24
Strengthening Leadership	24
VI. Special Consideration	
A. Plan for Good Public Relations in the County.....	25
B. Professional Improvement	26

CAROLINE COUNTY PLAN OF WORK

1960

Susan Cole, Home Demonstration Agent