

34  
72

*ANNUAL NARRATIVE REPORT*

**COUNTY  
EXTENSION  
WORK**

FILED

*Virginia Agricultural Extension Service*

\_\_\_\_\_  
Mrs. Cleopatra W. Robinson

**Name**

\_\_\_\_\_  
Local Home

**Agent**

**Title**



**1961**

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**Assistant Agent**

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**Assistant Agent**

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**Assistant Agent**

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Princess Anne  
**County**

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Cleopatra W. Robinson  
Local Home Agent

Princess Anne  
County

I. COUNTY SITUATION

Princess Anne County is 241 square miles and it's present population is 76,264 as compared with 42,277 in 1950. It is significant to point out some of the population trends in the County. In 1950, the population was 42,277, at the close of 1959 the County had an estimate population of 90,000, of special significant is the fact that as of 1960, thirteen and five tenths square miles of the Kempsville district had been connected to Norfolk City. After the annexation there is at present a population of 76,294, an increase of 29,138 during the last ten years. The population growth is of special significant to the farm groups. Farm land is rapidly sold for housing projects. The County is taking on aspects of an urban community. There exist large truck farms which provide employment for men and women interested in farming. According to the 1954 census there were 692 farms in the County, but the number of farms is decreasing especially the smaller ones.

Princess Anne County is located between two cities: Virginia Beach with the tourist business (hotels and motels) and private homes give employment to many women and men. The truck farms, indirectly, give employment to many women during seasonal work. The Federal Government has many installations in the County as; the Naval Air Base, Coast Guard, Fort Story, and there is also the Virginia Experiment Station, Radio Stations, School Cafeterias, and others that employ both men and women.

The people in the County have very little access to recreation and other cultural activities. There are of course a few civic and social clubs.

The trend of thinking with regards to changing patterns of living of rural farm, non-farm and urban families has certain implication for Home Making Extension Program Development. Some changes that affect the Extension Program in connection with the County situation that can be summarized are: more women are working outside the home, there is increased income in the family, but not yet sufficient, families are more consumers than producers, there is more group and community participation, mobilization of population-increased total population, decreased farm population; people

are desiring higher standards of living and leadership role has changed as leader's responsibilities have increased. To carry out its function in education, Extension must be consistent in adopting subject-matter content and teaching methods to the rapidly changing pattern of modern-day living.

II. COUNTY EXTENSION PROGRAM - ADULT

A. Organization

County Advisory Board

Composed of all H. D. presidents including three or more members from each club, unorganized extension groups and other key leaders in the County which totaled eighteen members. The members and leaders brought the problems, needs and interests of the people to the attention of the Agent and assisted in making plans for reaching and working with these needs, interests, and problems. Meetings are usually held quarterly.

Home Demonstration Committee

Composed of County H. D. club presidents and leaders of unorganized extension groups which number seven. The club presidents and leaders along with the Agent condensed the program suggestions made during the planning meeting in terms of long time and immediate goals to be worked on during the year.

This committee meets approximately four times during the year and other time if necessary.

General Interest Committee

Composed of representatives from each section

of the County. There are five such representatives who assist the Agent and leaders in carrying out the adult project work and also assist the Agent in detecting problems and creating interest in the extension program through out the County.

ADULT WORK

SUBJECT MATTER AREA Holiday Ideas In Food and Decoration

<u>PROBLEM</u>	<u>TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUBS, GROUPS OR COMMITTEES INCLUDED</u>
1. To find new or different ideas in gift wrapping and decorations.	1. Gift Wrapping and Decoration with native material.	6
2. High cost of holiday decoration and gift wrapping and serving of refreshments.	2. Simple Christmas Menus. 3. Holiday Fun	
3. Unaware of the use of native material for Christmas decorations vs. buying.		

<u>GOALS</u>	<u>WHAT PEOPLE ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROGRAM &amp; MEASURING RESULTS</u>	<u>NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS</u>
1. To create a desire for originality in holiday ideas.	1. How to gift wrap a neat and attractive package and use originality.	1. Two leader training meetings conducted by the Agent	
2. To appreciate the beauty and advantage and how to use native material for decorating.	2. How to choose native material, arrange, spray, etc. for decoration.	2. Suggestions and mimeograph material from the State Specialists as; Rural Arts and Food and Nutrition.	
3. To reach more people and at least 300 families with the true holiday spirit on the real meaning of Christmas.	3. How to decorate in keeping with the purpose and size of a particular room. 4. To serve simple refreshments to save time and energy. 5. To learn games and songs that will contribute to holiday fun.	3. News articles and circular letters. 4. To see that leaders trained have material for conducting their meetings with the club members.	

## ADULT WORK

SUBJECT MATTER AREA House Furnishings

PROBLEM	TOPICS TO BE INCLUDED	NO. OF CLUBS, GROUPS OR COMMITTEES INCLUDED
1. Choosing and hanging pictures in keeping with the home, rooms and furniture.	1. How to choose and hang pictures.	
2. Where to find inexpensive pictures that would be in good taste.	2. Furniture Arrangement.	
3. How to arrange furniture for more space, pleasing effect and convenience.		
4. Too many pictures in a room.		

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS	NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS
1. To arouse more interest in choosing and hanging pictures correctly.	1. Why pictures are chosen according to size, color scheme, placed on wall as a unit, with the furniture it's hung over.	1. Agent to be trained by State Specialist.	
2. To teach appreciation for pictures with meaning and in keeping with the home or room, etc.	2. Where to find inexpensive pictures and how to enlarge pictures by matting them, etc.	2. Mimeograph material from State Specialist.	
3. To show greater appreciation for the art of furniture arrangement.	3. How to use fabrics also in decorating a wall.	3. Three leader training meetings by Agent.	
4. To reach approximately three hundred seventy-five families in some phase of House Furnishings.	4. What determines a good picture.	4. Discussions & plans in club meetings.	
	5. How to arrange furniture for convenience, comfort and pleasing effect.	5. Home visits and result demonstrations.	
		6. Three result demonstrations.	
		7. News articles, circular letters.	
		8. Slide films.	

ADULT WORK

SUBJECT MATTER AREA Home Improvement

PROBLEM	TOPICS TO BE INCLUDED	NO. OF CLUBS, GROUPS OR COMMITTEES INCLUDED
1. Basic color or colors to use for the small open or one floor type home.	1. Color Schemes for the Home.	5
2. Color schemes to enlarge or conceal the size of a room.	2. Selection of Paint for the Home.	
3. The type of paint for various types of wall finishes.	3. Preparation of the walls and wood work, for the new finish.	
4. How to prepare the walls and wood-work for a good finish.		
5. The necessary tool and equipment for painting.		

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS
1. To reach 400 families in some phase of Home Improvement.	1. To create attractive, colorful yet restful rooms.	1. Agent and Specialist Conference.	
2. To teach appreciation for more detail planning before painting.	2. How colors can change poor architectural features of a room.	2. Mimeograph material from State Specialist.	
3. To teach a greater appreciation of the use of color in the home.	3. How color in the room affects the family.	3. Club discussions.	
4. To create a desire to study, read and learn more of the art of color in the home and how it affects the family.	4. How to coordinate color in rooms throughout the house.	4. Leader's trained by Agent in two meetings.	
	5. To paint with greater ease and do a better job through the correct preparation.	5. Material and equipment demonstration from local merchant.	
		6. Home visits, circular letters, news articles.	
		7. Result demonstrations (2).	

ADULT WORK

SUBJECT MATTER AREA Home Management

PROBLEM	TOPICS TO BE INCLUDED	NO. OF CLUBS, GROUPS OR COMMITTEES INCLUDED
1. Families encourage to buy new equipment from salesman with out a clear understanding of its durability, price or if needed, etc.	1. Selection of Large and Small Equipment for the Home.	5
2. A lack of knowledge of the care and suitability for individual and family needs.	2. The Home Business Center.	
3. Families have no place for important papers and no provisions for a family business center.		
4. Lack of knowledge of the importance of family business.		

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS	NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS
1. To reach 125 families with consumer education in Purchasing small and large equipment for the home.	1. The advantages and disadvantage in the functions of certain large or small equipment for the home.	1. Mimeograph material from State Specialist.	
2. To teach more appreciation to at least 125 families in studying planning before purchasing large or small equipment for the home.	2. The proper care and operation of equipment.	2. Three leader training meetings.	
3. To educate and reach at least 300 families with the home business center.	3. That a family business center is necessary regardless how elaborate or small.	3. One tour to local merchants for large and small home equipment.	
	4. How to use the business center for best results.	4. Circular letters, news articles, slides.	
		5. Home visits & conference.	
		6. Two result demonstrations.	

ADULT WORK

SPECIAL INTEREST AREA Leisure Time Activities

<u>PROBLEM</u>	<u>TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUBS, GROUPS, OR COMMITTEES INCLUDED</u>
1. Too little time is given to reading.	Reading for Rural and Urban People.	3
2. Information on good books and other material for reading.	Recreation In The Home	
3. Reading without understanding.		
4. Lack of appreciation of the value of recreation.		
5. Unware of the importance of family playing together or family recreation.		

<u>GOALS</u>	<u>WHAT PEOPLE ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROGRAM &amp; MEASURING RESULTS</u>	<u>NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS</u>
1. To develop the art of good reading.	1. To read for fun.	1. Two leader training meetings.	
2. To reach one hundred fifty families with the reading project.	2. To distinguish between important and non-important reading matter.	2. Book and magazine exhibit.	
3. To improve the people through better reading and wholesome fun.		3. Result demonstrations through book reviews and exhibits.	
4. To teach people to recognize the value of wholesome recreation.		4. Mimeograph material for recreation and reading.	
5. To find relaxation in recreation and reading		5. One library visit.	
6. To improve family relationship through recreation.		6. One County-wide meeting with speaker.	
		7. Award certificates to members reading the required number of books or more.	

ADULT WORK

SPECIAL INTEREST AREA Meal Planning

NO. OF CLUBS, GROUPS  
OR COMMITTEES INVOLVED

<u>PROBLEM</u>	<u>TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUBS, GROUPS OR COMMITTEES INVOLVED</u>
1. Poor food habits among children and adults.	Better Nutrition Through Daily Meals	2
2. Food fads.	Wise Buying	
3. Lack of knowledge of food needs for the body.	Food Preparation for Better Flavor, Nutrition and Variety.	
4. Poor habits of food buying for economy and food nutrition.		
5. Lack of knowledge of basic food preparation.		

<u>GOALS</u>	<u>WHAT PEOPLE ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROGRAM &amp; MEASURING RESULTS</u>	<u>NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS</u>
1. To improve family health through better nutrition.	1. Food needs for each family member.	1. Three leader training meetings.	
2. To reach one hundred and seventy five families with good nutrition.	2. How to control weight through good nutrition or eating properly.	2. Mimeograph material from State Specialist.	
3. To help older people keep alert through good nutrition.	3. To prepare food in regards to better flavor, nutrition, variety and appeal.	3. Slides and films.	
4. To teach people to plan and buy wisely.	4. To buy the best food value for the money.	4. Circular letters and news articles.	
5. To help the homemaker working away from home feed her family better.	5. That improve nutrition insures improved health.	5. Tour to local commercial kitchen with a demonstration by home economist.	
		6. Result demonstrations.	

ADULT WORK

SPECIAL INTEREST AREA Refinishing Furniture

<u>PROBLEM</u>	<u>TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUBS, GROUPS OR COMMITTEES INVOLVED</u>
1. Lack of knowledge of refinishing or remodeling furniture.	Remodeling and Refinishing Furniture	1
2. Unaware of the value and beauty of old pieces of furniture on hand.		
3. A need for understanding of how to refinish to use with other furnishings.		

<u>GOALS</u>	<u>WHAT PEOPLE ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROGRAM &amp; MEASURING RESULTS</u>	<u>NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS</u>
1. To reach more Older Youth families with remodeling and refinishing furniture.	1. To make the most of what they have. 2. To do a neat job in refinishing or remodeling furniture.	1. One discussion meeting. 2. One day workshop. 3. Displays and exhibits.	
2. To create interest among youth and adults in restoring old furniture that's good.	3. To secure the proper equipment and supplies when refinishing or remodeling furniture.	4. News articles, letters, etc. 5. Result demonstrations.	
3. To get two result demonstrators.	4. To appreciate the work that's put into refinishing or remodeling of furniture.		

C. OTHER ACTIVITIES AND THEIR CONTRIBUTIONS TO THE OVER ALL PROGRAM

1. County Home Demonstration Club Objectives

- a. Home and community improvement.
- b. Improved health through improved nutrition.
- c. Active trained leaders.
- d. To stimulate more appreciation for home and community improvement.
- e. To reach more people with improved practices in family living.

2. Community Improvement Program

A program designed as a pattern of living to reach more people in the County.

The community program is an organized community of people that will meet at least three times during the year. Plans are made and a program set up so that each family will be working towards a goal or goals for the improvement of the home and its surroundings.

Committees are selected to assist in carrying out certain projects and program designed to cover the needs and interests of the people on their goals. A check is made in the beginning of the year and another at the end of the year to determine the accomplishments made towards the goals.

3. National H. D. Week

An observance has been planned consisting of a program along with displays for the purpose of informing the public as well as the Home Demonstration club members of accomplishments made. This observance will also serve as an inventory for club members and Agent's of the progress made in the County.

4. Achievement Day

An achievement observance to inform the public of goals and accomplishments of the adult groups will be observed in the form of educational displays, tours to result demonstrators, and climaxed with a program.

D. PLANS FOR ADOPTING AND CARRYING OUT PROGRAMS WITH URBAN FAMILIES IN THE COUNTY

As so many of the families I work with are considered urban the program is more or less geared or planned to include the needs and interest of both rural and urban families.

III. COUNTY EXTENSION PROGRAM - YOUTH

A. Organization

1. 4-H Council

The council is composed of all 4-H club officers and junior leaders in the County which totals thirty. This organization with the assistance of adult leaders and the Agent plans and sponsors certain County activities or programs during the year.

The council meets three or more times during the year. Its main purpose is to strengthen the Extension program and unify club work in the County.

2. Project Planning Committee

Composed of all club presidents and a junior project leader from each club. This committee makes final decisions with the assistance of the adult leaders and Agent, of project work to be carried out during the year and to see that the project work is meeting the needs and interests of the group.

4-H Subject Area

<u>PROJECT:</u>	<u>TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUBS, GROUPS INVOLVED</u>
Your Furnishings	<ol style="list-style-type: none"> <li>1. Room selection and color plan.</li> <li>2. Make Three Improvement In Your Room                             <ol style="list-style-type: none"> <li>1. Trash Can</li> <li>2. Desk Pencil Holder</li> <li>3. Holiday Decoration (Table-door)</li> </ol> </li> <li>3. Plans for Care and Arrangement of Room.</li> <li>4. Improve storage Space for Shoes (make or buy a shoe bag or rack)</li> <li>5. Make a Floor Plan Showing Room Improvements.</li> </ol>	2

<u>GOALS</u>	<u>WHAT THE MEMBERS ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROJECT</u>	<u>NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS</u>
1. To teach 4-H'ers to understand the methods involved in making a room attractive.	<ol style="list-style-type: none"> <li>1. The best color scheme to use for their room.</li> <li>2. How to make simple improvements after being instructed.</li> </ol>	<ol style="list-style-type: none"> <li>1. Adult leader training meetings.</li> <li>2. Junior leader training conference and meetings.</li> <li>3. Slides.</li> <li>4. Demonstrations and discussions.</li> <li>5. Educational displays.</li> <li>6. Mimeograph material from State Specialists.</li> <li>7. Circular letters and news articles.</li> <li>8. Home visits and contests.</li> <li>9. Special programs.</li> </ol>	
2. That each member will do at least three things to improve her room during the year.	<ol style="list-style-type: none"> <li>3. To make a schedule or to plan how they are to care for their room.</li> <li>4. To keep a room neat through providing storage space.</li> </ol>		
3. To help members appreciate an attractive room.	<ol style="list-style-type: none"> <li>5. How to make a floor plan.</li> </ol>		
4. To reach parents in home improvement.	<ol style="list-style-type: none"> <li>6. To appreciate attractive surroundings.</li> </ol>		

4-H SUBJECT AREA

<u>PROJECT:</u>	<u>TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUBS, GROUPS, INVOLVED</u>
Your Home	1. Room Selection and Color Plan. 2. Improve the Study Unit (Lighting). 3. Holiday Table or Door Decoration. 4. Make a Simple Book Shelf. 5. Improve Your Closet. 6. Make or Buy a Shoe Bag or Rack. 7. Make Floor Plan Showing Improvements.	2

<u>GOALS</u>	<u>WHAT THE MEMBERS ARE TO LEARN</u>	<u>PLANS FOR CARRY- OUT PROJECT</u>	<u>NOTES- RESULTS ADJUSTMENTS, ACCOMPLISHMENTS</u>
1. To help their parents obtain a livable home.	1. How to make a color plan for their room.	1. Adult and Junior leader training meeting.	
2. To develop appreciation and guide for simplicity in furniture arrangement and care.	2. To make an attractive but simple decoration for the table or door.	2. Discussions and educational displays.	
3. That at least three fourths of the members improve lighting for study.	3. The steps in making a book shelf. 4. To acquire or make a good study lamp.	3. Mimeograph material from State Specialists. 4. Home Visits.	
4. That each member will keep record of their project work and accomplishments.	5. How to use what they have and yet arrange or make their room attractive and livable.	5. Result Demonstrations. 6. Contests.	

<u>PROJECT:</u>	<u>4-H SUBJECT AREA TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUBS, GROUPS, INVOLVED</u>
Clothing III	<ol style="list-style-type: none"> <li>1. List Your Activities.</li> <li>2. Make a list of Clothing On Hand.</li> <li>3. Decide on Clothing needs and make a plan for getting them.</li> <li>4. Learn to use a Simple Pattern.</li> <li>5. Make a Simple Garment.</li> <li>6. The Care of Clothing.</li> </ol>	1

<u>GOALS</u>	<u>WHAT THE MEMBERS ARE TO LEARN</u>	<u>PLANS FOR CARRY- ING OUT PROJECT</u>	<u>NOTES - RESULTS ADJUSTMENTS, ACCOMPLISHMENTS</u>
1. That every member will learn some appreciation for wearing clothes correctly.	<ol style="list-style-type: none"> <li>1. To spend wisely when buying clothes.</li> <li>2. To buy or make according to needs.</li> </ol>	<ol style="list-style-type: none"> <li>1. Adult and Junior leader training.</li> <li>2. Mimeograph material from Specialist.</li> </ol>	
2. That members develop skill in clothing construction.	<ol style="list-style-type: none"> <li>3. To select a pattern and design in material to suit figure and personality.</li> <li>4. To learn to use a pattern correctly.</li> </ol>	<ol style="list-style-type: none"> <li>3. Club discussions and demonstrations.</li> <li>4. Educational displays.</li> </ol>	
3. An understanding of the value of planning the wardrobe.	<ol style="list-style-type: none"> <li>5. To care for her clothing.</li> </ol>	<ol style="list-style-type: none"> <li>5. News articles and circular letters.</li> <li>6. Dress Reviews.</li> <li>7. Result demonstrations.</li> <li>8. Contests.</li> </ol>	
4. That members will develop appreciation of using simplicity in becoming well dressed.			

C. OTHER ACTIVITIES

1. National 4-H Week

This week will be observed in the following manner:

- a. To publicize the 4-H program
- b. To serve as an inventory for the members and leaders of the work during the year.
- c. Each group will display some phase of their project work and a special program will be conducted for the public.

2. State 4-H Short Course

Delegates selected according to standards set up by the State and also standards within the County will attend the State Short Course for one week at Virginia State College, Petersburg, Virginia.

These delegates will attend classes and also participate in other activities during the Short Course which will broaden their views or knowledge of 4-H work and they will be able to contribute more to the County's Program.

3. National 4-H Sunday

A county-wide observance is planned with a candle lighting service.

The purpose of the observance is to inform the public of the spiritual side of 4-H work in emphasizing the "H" Heart.

4. Achievement Day

To be held in the early fall to P. T. A. groups displaying educational exhibits of 4-H activities and project work.

5. Contests, Club Programs, and Picnics

To be held during the year for the following purposes; to stress competition in 4-H activities, for recreational activity and to help members and others appreciate fun as well as work in 4-H club programs.

IV. SCOPE OF WORK

	<u>No. in 1960</u>	<u>Goal for 1961</u>
No. H. D. Clubs	5	5
Membership	100	125
No. H.D. Groups (unorganized)	-	1
Membership	-	10
No. 4-H Clubs	4	4
Membership	362	400
No. YMW Clubs	1	1
Membership	12	20
No. Community Clubs	1	1
Membership	41	44
No. Home Ec. Committees	1	1
Membership	5	8
No. General Interest Committees	1	1
Membership	6	10
No. Youth Committees	1	1
Membership	5	8
No. Other Organizations	-	-
No. Farm and Home Development Families	-	-
No. Other families reached	827	1,000
No. Different families reached	643	700

A. Scope of Work

I think the Youth Program needs the greatest emphasis during this next year and I plan to place more emphasis or stress on the Youth Program through the following means.

- (a) to work with youth that are unorganized more than previously,
- (b) to work with youth leaders more in order to contact new prospective members
- (c) To devote more time to training youth leaders
- (d) to participate or cooperate in other youth organizations
- (e) to encourage more special interest groups among youth
- (f) to assist Older Youth in encouraging their husbands to participate in the programs
- (g) to work towards making the program more interesting through more appreciation of their needs and interests
- (h) more home visits
- (i) more Youth Programs and recreational meetings.
- (j) news articles, mimeograph materials, better trained leaders, etc.

B. A PLAN FOR INFORMING THE PUBLIC ABOUT THE EXTENSION HOME ECONOMICS PROGRAM

1. Through participation in other organizations and agencies as the P. T. A., Community Garden Clubs, Health Department, etc.
2. Plan a few good public meetings and invite the public.
3. Maintain good public relations with not only Extension leaders but other key leaders in the County.
4. Through informing the public of Extension activities through news articles, announcements, circular letters and county project demonstrators.

Unorganized communities will be reached through key leaders in the organizations, news articles, circular letters, radio, special meetings, home visits and tours, etc.

Unorganized clubs will be meet at least three or four times during the year.

Contacts will be made and literature will be mailed to leaders and individuals not participating in organized clubs.

V. LEADERSHIP

<u>A. Plan For Leadership</u>	<u>No. in 1960</u>	<u>Goal for 1961</u>
1. County Program Leaders.	_____	_____
a. County Agricultural Extension Service Board	<u>20</u>	<u>25</u>
b. Youth Council	<u>24</u>	<u>24</u>
c. Home Demonstration Committee	<u>9</u>	<u>12</u>
2. <u>Home Demonstration Leadership</u>		
No. organizational leaders	<u>20</u>	<u>25</u>
No. Federation program of work chairmen	10	15
No. project leaders (subject matter)	4	6
No. program development leaders	10	12
No. result demonstrators	7	10
No. training meetings by specialists	1	1
No. training meetings by dist.agents	-	-
No. training meetings by agents	8	12
No. training meetings by others	3	4
Attendance at all training meetings	134	150
No. meetings held without an agent	21	20
No. meetings leaders assisted	8	12
Demonstrations by leaders	11	18
Talks and discussions by leaders	16	25

3. <u>4-H Club Leadership</u>	<u>No. in 1960</u>	<u>Goal for 1961</u>
No. Club Officers	20	25
No. adult project leaders	4	6
No. junior project leaders	10	14
No. result demonstrators	8	12
No. training meetings by specialists	-	-
No. training meetings by dist.agts.	-	-
No. training meetings by agents	12	14
No. training meetings by members club dept.	-	-
No. training meetings by others	1	3
Attendance at leader training meetings	36	45
No. 4-H leaders trained individually	3	3
No. club meetings held by ldr. without agt.	20	30
No. additional club meetings at which leaders assisted	14	25
No. demonstrations given by adult leaders	21	25
No. demonstrations given by junior leaders	14	20

B. STRENGTHENING LEADERSHIP

Emphasis is still needed for adult and junior leadership. Through strengthening leaders I am hoping that more parents and others can be reached more effectively.

I plan to work toward strengthening leaders through the following means:

1. More time and energy put into training meetings.
2. Individual conferences with leaders when its impossible for them to attend meetings.
3. Continue to give leader recognition.
4. To see that leaders have the necessary material and equipment to work with.
5. To award leaders for outstanding accomplishments.
6. Encourage leaders to conduct more demonstrations and special meetings.
7. To encourage more parents to assist 4-H'ers.
8. To continue to use illustrative material.

VI. FOR SPECIAL CONSIDERATION

A. PLANS FOR MAINTAINING AND STRENGTHING GOOD PUBLIC RELATIONS IN THE COUNTY WITH:

1. Relations Within the State Organization Itself

Maintaining cooperations through attending meetings requested to attend, mailing reports and other materials requested on time.

2. Relations Within the Parent Institution

Maintaining cooperation through the attendance of meetings requested, information and reports requested on time, informing those in charge of special events, changes, etc. made in the county and requesting material, supplies, etc. when needed and asking for suggestions, etc. for improvements in the work.

3. Relations With Elected and Appointed Officials

Through informing the officials of Extension activities in the County and of progress each year and to extend invitations to special Extension programs.

4. Relationship with Organizations

Through the attendance of some of their activities, showing an appreciation in what they are doing, cooperation with their program of work and extending an invitation to them to cooperate with our special programs, etc.

5. Relationship With Business

To use local businesses whenever possible to help in putting over a particular program as project work for demonstration purposes as tours in some department of the store or have a representative speak to the group, etc.

6. Relationship with Mass Media Personnel

Through more contacts, conferences, invitations to special events, radio announcements, news, circular letters and indirect contact through trained and key leaders in the County.

7. Relationship With Other Agencies

Through cooperation, assistance when requested or needed, and in helping to inform others of those agencies when possible.

8. Individuals and Families

Cooperate with individuals and families through making suggestions and giving assistance through projects carried out in the clubs and through the recognition of their needs and interests. Through helping families determine goal they need and wish to reach. Through informing them of Extension methods and practices and assembling information on their level of interpretation.

B. PROFESSIONAL IMPROVEMENT

I plan to improve myself professionally through; the attendance of State and District Extension meetings and conferences, attending State and County educational meetings, maintaining membership in professional organizations, and through continued reading and study of current events and educational magazines, etc.

C. THE COUNTY PROGRAM WHICH WILL MAKE THE MOST SIGNIFICANT CONTRIBUTION TO FAMILY LIVING.

The Home Improvement phase of the County Program for 4-H and adult groups, in my opinion, will make the most significant contribution to family living. My plans following through in this area are as follows:

1. Work more with training leaders.
2. Use more illustrative material and displays in giving demonstrations or conducting training meetings.
3. More home visits.
4. More public recognition for work done.
5. To use more slides, films, charts, etc. in presenting the subject along with other illustrative material.
6. To take pictures before and after certain project work, etc.
7. More use of the press and radio in informing the public.
8. More meetings held at result demonstrations.
9. More result demonstrators.
10. Continued study and preparation for me as the Agent.