

PLAN OF WORK 1959  
BUCHANAN COUNTY  
VIRGINIA

Kathleen M. Smith  
County Home Demonstration Agent

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I. COUNTY SITUATION

Buchanan County is located in Southwest Virginia and is bordered by Pike County in Kentucky - McDowell County in West Virginia, and by Dickenson, Tazewell and Russell Counties in Virginia. There are 584 square miles in Buchanan County and a population of approximately 36,000 white persons.

There are some 5,000 men employed in the mining industry which is the major source of income. Farming is done on a small scale on the 2,260 farms in the county and is done primarily to supplement the family food supply. The population of rural farm is - 40.5%, and 59.5% is rural non-farm.

According to the latest census, there are 7,507 dwelling units in Buchanan County - 2,375 built after 1940. Of these dwellings, 6,290 have electric lights; 905, electric ranges; 4,145, refrigerators; 2,500, television sets. (These figures have increased considerably since 1950).

Persons in every community have access to a church and, as a rule, the attendance at Church and Sunday School is good. These churches offer some recreation to the youth in the communities through the church youth organizations.

When the 1958-59 home demonstration club program was planned, the club members felt the need of planning a program centered around Foods and Nutrition since the income for a good many families has been lowered and homemakers need to know more about planning and preparing in-expensive nutritious meals.

II. COUNTY EXTENSION PROGRAM - ADULT

A. Home Demonstration Club Program

1. County Home Demonstration Club Committee

It is planned that the Buchanan County Home Demonstration Club Committee will meet twice during 1959 - one meeting in the Spring and one in the Fall. At the Spring meeting, the present home demonstration club program will be evaluated and any necessary changes made. The program development leaders will be trained by the District Agent and the County Home Demonstration Agent.

The primary purpose of the Fall meeting will be to plan the 1959-60 home demonstration program. The Presidents and the Program Development Leaders from each club, and key leaders in the clubs and communities will be asked to this meeting.

Project Work - Adult

1. Feeds and Nutrition

(a) More Milk in Meals

Objectives:

1. To teach homemakers the importance (or necessity) of including milk in meals.
2. To make homemakers aware of the equivalents of a glass of milk.
3. To teach ways of using milk in cooking.
4. To teach new ways of serving milk in desserts and drinks.

(b) One Dish Meals

Objectives:

1. To stress importance of meal planning.
2. To teach homemakers how one-dish meals are time-saving.
3. To teach how to make one-dish meals - using meat substitutes.
4. To teach use of leftovers in one-dish meals.

(c) Cool Drinks for Hot Days

Objectives:

1. To teach homemakers how to make nutritious cool drinks.

Methods:

1. Home Agent will give method demonstrations in February on Milk in Meals.
2. Use of printed materials from VPI - on Milk and its uses.
3. Radio and newspaper articles.

Methods:

1. Agent will give method demonstration on One-Dish Meals in April.
2. Agent will distribute recipes for one-dish meals.
3. Radio and newspaper.

Methods:

1. Agent will give method demonstration in June on Cool Drinks for Hot Days.

2. To teach homemakers the importance of planning drinks as a part of day's diet.
3. To teach how to plan drinks for refreshments.
4. To teach how to plan new ways of making simple drinks.

(d) Fresh Salads

Objectives:

1. To emphasize importance of planning salads with meals.
2. To give homemakers new ideas and recipes for salads using fresh garden ingredients.
3. To teach homemakers how to make salad dressings for different kinds of salads.
4. To stress nutritious value of salads.

(e) Frozen Meals

Objectives:

1. To teach homemakers proper methods of preparing cooked foods for freezing.
2. To teach how to freeze complete meals for family use.

2. Recipes for drinks will be given to each club member.
3. Radio and newspaper.

Methods:

1. Leaders will be trained in June on Fresh Salads.
2. Leaders will give method demonstrations in July on Salads.
3. Recipes for salads and salad dressings will be given to club members.
4. Radio and newspaper articles.

Methods:

1. Agent will give method demonstrations in September on Frozen Meals.
2. Recipes for Frozen Meals will be distributed.

3. To teach how to use left overs in frozen meals.
4. To acquaint members with foods that are good for freezing.

3. Radio, newspaper articles.

(f) Candies (Special Interest)

Objectives:

1. To teach uses for candies as refreshments and gifts.
2. To exchange candy recipes.
3. To teach club members how to make simple, yet good candies.
4. To show how candies can be home-made for holiday gifts.

2. Clothing

(a) Mending

Objectives:

1. To teach homemakers quicker, more effective methods of mending various kinds of fabrics.
2. To teach better methods of patching.
3. To stress patching and mending as money savers.

Methods:

1. Each club member will bring a candy recipe to the November - 1959 meeting to exchange with others.
2. Agent and leaders will give method demonstrations on Candies in November, 1959.
3. Radio, newspaper, circular letters.

Methods:

1. Agent will train leaders in February on Mending.
2. Leaders will give method demonstrations in March on Mending.
3. Newspaper articles.

(b) Stain Removal

Objectives:

1. To teach importance of removing stains quickly and before laundering.
2. To teach how to remove common stains from different materials.

Methods:

1. In May, Agent will give method demonstrations on Stain Removal.
2. Distribution of Stain Removal bulletins.
3. Radio, newspaper.

3. Rural Arts

(a) Leathercraft

Objectives:

1. To teach club members the basic principles of doing leather work.
2. To teach good choice in leather articles.

Methods:

1. In October, 1959, the Home Agent will give the assistance of the Handicraft Leaders, method demonstrations - on how to make simple articles.

4. Home, Surroundings, Furnishings, Equipment

(a) Sharpening Knives and Scissors

Objectives:

1. To teach proper care and storage of knives and scissors.
2. To teach how to sharpen knives and scissors.

Methods:

1. Home Agent will be trained on how to sharpen knives and scissors.
2. Home Agent will give method demonstrations on Sharpening Knives and Scissors in November, 1959.

(b) Colorful Table Settings

Objectives:

1. To teach good choice of table linens, crystal, silver and accessories.
2. To teach how to choose center pieces and flower arrangements to complement various table settings.
3. To teach color harmony in Table Settings.
4. To teach how to use table decorations in keeping with holiday occasions.
5. Child Development

(a) Entertaining Children at Club Meetings

Objectives:

1. To teach club members simple games and entertainment for children at club meetings.
2. To stress importance of having available recreation for different age groups of children.
3. To teach importance of creativeness in play and recreation for children.

B. Federation Program of Work

The Buchanan County Home Demonstration Club members chose to continue working on the Home and Community Beautification project during 1958-59. A good many projects were begun in

Methods:

1. Agent will give method demonstrations to clubs in December 1958 - on Colorful Table Settings.
2. Radio, newspaper articles and mimeographed materials.
3. Flannel board materials.

Methods:

1. Leaders will be trained in December 1958 - by Home Agent on Entertaining Children at Club Meetings.
2. Leaders will give method demonstrations and lead discussions on this subject at club meetings in January, 1959.

the 1957-58 club year that required additional time for completion. At the Fall Planning meeting of the County Home Demonstration Club Committee, plans were made for the Federation Program of Work and they include: a leader training meeting in December 1958 - for the Federation Program of Work Leaders; discussions led in the home demonstration clubs in January by these leaders which will give each club member her objectives or requirements for the year's work. These objectives are:

1. Home Demonstration Clubs encourage community decoration for holiday seasons.
2. Encourage 4-H Club members to carry Home and Community Beautification projects.
3. Each club member make five (5) or more improvements in or around her home and complete any improvements started the previous year.
4. Cooperate with State Highway Department to establish trash disposal centers.

Each month the Federation Program of Work Leaders will check with club members on their progress.

#### C. Other Activities

The following county objectives set up by the County Home Demonstration Club Committee will help in planning and carrying out the activities for home demonstration club members.

1. Home demonstration club leaders give at least

- four (4) demonstrations in their clubs during the year.
2. Each home demonstration club send representatives to each county committee meeting and to the District Federation Meeting.
3. Each home demonstration club member have a physical check up in 1959.
4. Each home demonstration club help a needy family in its community.

Activities planned for 1958-59 include:

1. District Federation Meeting

Each club will have as a goal to have at least one representative at the District meeting in 1959, and will contribute to the Pennies for Friendship Fund.

2. National Home Demonstration Week

Each home demonstration club will be responsible in its community for means of acquainting the public with home demonstration work. This will be done through exhibits in local stores, participation in Church activities on Sunday of National Home Demonstration Week, home visits with non-club members, newspaper articles and radio programs.

3. Buchanan County Fair

Each home demonstration club will strive for 100 percent participation in County Fair exhibits. Home demonstration club members will encourage 4-H club members to place exhibits in the county fair.

4. Achievement Day

Awards for outstanding work and recognition of outstanding leaders and club women will be given at an achievement day meeting in the Fall of 1959.

### III. FARM AND HOME DEVELOPMENT

Both the County and Home Agents plan to continue working with the six (6) Farm and Home Development families already on roll, and to work less intensively with several other families and persons about matters that are related to this phase of Extension work.

These things planned for the Farm and Home Development families in 1959 are:

1. To teach the homemakers how to properly store clothing and canned foods.
2. To help homemakers devise additional storage in their homes - in kitchens, bedrooms, store rooms.
3. To teach or help homemakers with decorating problems - color schemes, draperies, curtains, floor coverings.
4. To teach recommended practices of food preservation - both canning and freezing.
5. To encourage homemakers to plan family's wardrobes and to construct some of the garments.
6. To encourage homemakers to exhibit canned goods, garden products and clothing at County Fair in 1959.
7. To encourage lawn and home beautification by these families.
8. Encourage 4-H club participation.

#### Methods:

1. Individual contacts and home visits with homemakers and families.
2. Work with children of these families who are enrolled in 4-H club work.
3. Circular letters and Extension bulletins to the families.
4. One or two group meetings of the Farm and Home Development families for purpose of recognizing accomplishments.

#### IV. COUNTY EXTENSION PROGRAM - YOUTH

##### A. Organization

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

The Buchanan County 4-H Council will hold its two (2) regular yearly meetings in 1959 - one in the Spring and one in the Fall. Other meetings to help make and carry out the camp fund raising plans will be held as necessary. This group will continue to serve as a governing body for the overall county 4-H club program. Council members will serve as junior leaders in clubs to help with project work and record keeping. From this group of 4-H'ers - committees to work out plans for National 4-H Week and 4-H Sunday will be chosen. Another important duty of council members will be to stimulate interest in 4-H camps and Short Course.

##### B. Project Work

(a) So You'd Like to Sew

Objectives:

1. To have each girl equip a sewing box.
2. To teach members how to make a wrist pin cushion.
3. Each girl learn how to measure for material for an apron and a skirt and how to choose suitable material for each.
4. Each club girl learn how to construct a skirt and an apron.
5. To teach girls how to use a pattern and how to make a cotten blouse.
6. Each girl complete at least five (5) topics in this project and exhibit these articles made in club.
7. Have 100% completion and turning in of records.

Methods:

1. Agent and leaders will give method demonstrations on how to make wrist pin cushions, how to measure for materials for aprons and skirts.
2. Leaders will give method demonstration on seams, hemming, and actual construction of aprons and skirts.
3. Agent will give method demonstration on how to use patterns and how to cut blouses.
4. Leaders will give method demonstrations on how to construct blouses.
5. Leaders will help in organizing an exhibit in each club and in getting record sheets filled out and turned in.

(b) Meal Preparation

Objectives:

1. To teach each club member how to set a table correctly.
2. To teach importance of meal planning, and how to pack lunch boxes.

Methods:

1. Agent will train leaders on the subject in this project and how they can help members.
2. Agent, leaders and junior leaders will give method demonstrations on each objective set up.

3. To teach girls how to properly prepare eggs, cereals, vegetables and milk dishes.
4. To teach girls how to dress and cook chicken.
5. To teach girls how to plan, prepare and serve refreshments.
6. To encourage each member to work on the project at home.

(c) Bread

Objectives:

1. To teach girls how to make corn bread, biscuits, yeast breads and homemade mixes.
2. To teach girls how to plan breads for different types meals.
3. To teach girls how to make muffins, waffles and griddle cakes.
4. Have 100% completion of records.

(d) Food Preservation

Objectives:

1. To teach members the recommended practices of canning and freezing.
2. To teach girls how to plan for food preserving for family.

3. Leaders will help in getting 100% completion and turning in of record sheets.

Methods:

1. Agent, leaders and junior leaders will give method demonstrations on subjects set up in objectives.
2. Special assistance will be given to members at home on this project.
3. Leaders will help members with records.

Methods:

1. Agent and leaders will give method demonstrations on how to can and freeze fruits and vegetables.

3. To have 100% completion of project.
2. Leaders will be trained to help girls with this project.
3. Parents will be acquainted with project so they can assist members at home.

(e) Home Management (Washing and Ironing)

Objectives:

1. To teach recommended equipment for washing and ironing clothes and how girls can make some of it.
2. To teach how to sprinkle and iron a man's shirt, and other garments.
3. To teach proper storage of sprinkled and ironed clothes.
4. Have 100% completion.

Methods:

1. Agent and leaders will give method demonstrations on how to sprinkle, iron and store men's shirts.
2. Demonstrations on how to make an ironing board cover.
3. Extension bulletins.

(f) Home Grounds Beautification

Objectives:

1. To teach club members how to fertilize and cut lawn.
2. To teach members how to spray and dig out lawn weeds.
3. Teach members how to plant a tree.

Methods:

1. Both Extension Agents and leaders will teach either by method demonstration or discussions the subjects set up in the objectives.
2. Leaders will encourage 100% completion and turning in of records.

4. To teach planting and care of shrubs.
5. To teach recommended kinds of flowers for Buchanan County and how and when to plant them.
6. Each club plant a tree and a flower bed around its school or community building.
7. Have 100% completion.

C. 4-H Activities

1. 4-H Camps

County Council members and Agents will begin in the Spring on informing members about the junior camp at Hinten, W. Va., and senior camp at Greenville, Tennessee.

2. Southwest 4-H Club Center

Four-H members, leaders and interested people will strive to raise the \$11,727.00 for the Southwest Virginia 4-H Club Center in Abingden, Virginia. Each club will plan its campaign for raising funds.

3. Short Course

Buchanan County will strive to send its quota of 4-H members to Short Course in Blacksburg, Virginia.

4. Electric Congress

One boy and one girl will be sent to Richmond, Virginia to the Electric Congress in 1959.

#### 5. Club, County and District Contests

Contests will be held in each club and in the county for county winners in both the junior and senior divisions of each home economics projects. Senior winners will represent Buchanan County in the District Contests.

#### 6. National 4-H Club Week and Sunday

Each club member will be asked and encouraged to participate in celebrating these two dates through exhibits, news articles, radio broadcasts and attending Sunday School and Church.

#### 7. Buchanan County Fair

Each club will strive for at least 75% participation of members in the Fair exhibits.

### V. SCOPE OF WORK

#### A. Organization

	No. In <u>1958</u>	No. in <u>1959</u>
<u>No. Home Econ. Clubs</u>	<u>15</u>	<u>17</u>
<u>Membership</u>	<u>275</u>	<u>325</u>
<u>No. 4-H Clubs</u>	<u>19</u>	<u>25</u>
<u>Membership</u>	<u>556</u>	<u>700</u>
<u>No. Home Economics Committees</u>		<u>1</u>
<u>No. General Interest Committees</u>		<u>3</u>
<u>No. Other Organizations</u>		<u>2</u>
<u>No. Farm and Home Development Families</u>	<u>6</u>	<u>6</u>

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VI. PLAN FOR LEADERSHIP

A. Over-all Program Leaders

B. Home Demonstration Club Leadership

	<u>No. In</u> <u>1958</u>	<u>No. In</u> <u>1959</u>
<u>No. Organizational</u> <u>Leaders</u>	<u>16</u>	<u>17</u>
<u>No. Project Leaders</u>	<u>120</u>	<u>125</u>
<u>No. Federation Program of</u> <u>Work Chairman</u>	<u>16</u>	<u>17</u>
<u>No. Program Development</u> <u>Leaders</u>	<u>16</u>	<u>17</u>
<u>No. Result Demonstrators</u>	<u>8</u>	<u>10</u>
<u>No. Meetings at which leaders</u> <u>were trained by Specialists</u>		<u>2</u>
<u>No. Meetings at which leaders</u> <u>were trained by District Agent</u>	<u>1</u>	<u>2</u>
<u>No. Meetings at which leaders</u> <u>were trained by Agent</u>	<u>2</u>	<u>2</u>
<u>Attendance at Training Meetings</u>	<u>37</u>	<u>100</u>
<u>No. Club Meetings held by leaders</u> <u>without Agent present</u>		
<u>No. Club Meetings in which</u> <u>Leaders Assisted</u>	<u>30</u>	<u>32</u>
<u>Total No. Demonstrations</u> <u>given by Leaders</u>	<u>56</u>	<u>55</u>
<u>No. Talks and Discussions by</u> <u>Leaders</u>	<u>1139</u>	<u>1200</u>

Federation Program of Work Leaders - These leaders will be trained by both County Agent and Home Agent in December 1958 on the Federation Program of Work, Home and Community Beautification. These leaders will be responsible for seeing that members in their clubs carry out the objectives of that phase of work which they will present at the January club meetings.

Organizational and Program Development Leaders - These Leaders will attend two (2) meetings in 1959 - in the Spring and one in the Fall - when they will be trained by the District Agent and the County Home Agent.

Subject Matter - The Foods, Clothing and Handicraft Leaders who will give club demonstrations in 1959 will be trained by the Home Agent prior to the month of their demonstrations. The Foods Leaders will give a demonstration in July on Fresh Salads; the Clothing Leaders will demonstrate Knitting in March; the Handicraft Leaders will assist with a demonstration on Leathercraft in October.

D. 4-H Club

	No. in 1958	No. in 1959
No. 4-H Club Officers	168	182
No. Adult Project Leaders	48	50
No. Junior Project Leaders	10	14
No. Resident Demonstrators		
No. Meetings at which Leaders were trained by Specialists		
No. Meetings at which Leaders were trained by District Agent		
No. Meetings at which Leaders were trained by Agent		
4-H Demonstrant		
No. Meetings at which Leaders were trained by others		
Attendance at all Training Meetings		
No. 4-H Leaders trained Individually	25	30

	<u>No. In</u> <u>1958</u>	<u>No. In</u> <u>1959</u>
<u>No. Club Meetings held by</u> <u>Leaders without Agent Present</u>	<u>29</u>	<u>31</u>
<u>No. Club Meetings at which</u> <u>Leaders Assisted</u>	<u>135</u>	<u>140</u>
<u>No. Demonstrations given by</u> <u>Adult Leaders</u>	<u>24</u>	<u>30</u>
<u>No. Demonstrations given</u> <u>by Junior Leaders</u>	<u>6</u>	<u>8</u>

Both Extension Agents in Buchanan County will train 4-H leaders, both adult and junior, individually and in groups. Organizational leaders for the 4-H clubs will be trained groups along with the 4-H club officers. Adult and juniors serving as subject matter leaders will be trained in groups according to the subjects and projects with which they are to help.

The organizational leaders will assume the responsibility of seeing that clubs have meeting places and times. The subject matter leaders will assist with project work - giving demonstrations and getting record books and sheets filled in and turned in promptly.

#### VII. WORK WITH OTHER AGENCIES

##### A. Appalachian Power Company

Several 4-H clubs will be carrying the Electricity project in 1959 and members of the Appalachian Power Company staff will help with instruction and carrying out of this project. The Appalachian Power Company Home Economist will

work with the Home Agent in lighting in 1959 with home demonstration clubs. The Home Agent plans to give the Home Economist requests from persons for special assistance with electrical equipment.

B. ASC

The Home Agent will sometime during 1959 - inform homemakers in home demonstration clubs about the advantages of the ASC program and encourage them to make uses of them whenever possible.

VIII. PLANS FOR DEVELOPING GOOD PUBLIC RELATIONS

A. Co-Workers - The Home Agent plans to further good public relations with co-workers through weekly office conferences, joint home visits, sharing 4-H club responsibility, and helping with other work in the county Agent's field of work. The County Agent will be invited to attend county-wide home demonstration club meetings.

B. General Public - The Home Agent's weekly broadcasts and newspaper articles, home visits with home demonstration club members, 4-H club members, and non-club members will help develop good public relations with the general public. Sending circular letters and Extension bulletins to persons in Buchanan County will help in this phase of Extension work.

C. Other Professional Workers - The Home Agent plans to work with the Health-Welfare personnel, Red Cross workers, ASC and Appalachian Power Company representatives in 1959 whenever called on to do work related in any way to Extension work.

II. PLANS FOR RECORDING PROGRAM AND EVALUATING PROGRAMS AS PLANNED FOR 1959

In 1959 the Home Agent will use the Leaders Report Form to record activities of leaders in clubs.

In order to simplify annual statistic report making, the Home Agent will keep monthly data - home visits, bulletins distributed, miles traveled, radio broadcasts, news articles, etc, - which will be compiled from daily records.

Each month's work will be evaluated at the end of the month and results, good or otherwise, will be written up to serve as a means of evaluation and as material for annual report.

I. PLANS FOR PROFESSIONAL IMPROVEMENT

A. Reading Professional Books and Publications

The Home Agent will read in 1959 - such professional magazines as Forecast, What's New in Home Economics, Extension News, A-H News Releases, and releases and bulletins from Extension personnel. Worthwhile articles from these will be clipped and filed in the Extension files.

B. Membership in Professional Organizations

The Home Agent will become a member of Professional organizations in connection with home demonstration club work.

C. Planned Educational Trips

Educational trips planned for 1959 will include Southwest Virginia District Meetings, Agent's Conference in Blacksburg, Agent Training Meetings, 4-H Club camps, Short Course and District Federation of Home Demonstration Club meeting.

- XI. There have been no definite plans for an over-all committee to help with Extension work in Buchanan County. An over all program has been discussed - but no plans have been adopted.
- XII. Leadership in 4-H, home demonstration club and Agricultural clubs, is still a problem but continues to improve. With more leadership, improved in quantity and quality, every school and community could have an organized Extension work of some kind.