

1961 PLAN OF WORK

Helen C. Fegans

Home Demonstration Agent

Amherst County, Virginia

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1. COUNTY SITUATION

Amherst County covers an area of 470 square miles. The topography varies from gently rolling foothills of the Blue Ridge mountains and includes some mountainous areas extending into National Forests, with plentiful streams, rivers and springs. The county population is over 23,000 - and growing. According to 1959 Farm Census there were 714 white farm operators. (The 1950 census showed 33.5% of population rural farm; 52.6% rural non-farm, and 13.9% were urban.

Major farm income is derived first from livestock, secondly, fruit growing and field crops, timber and tobacco.

Off-farm employment is continuing to increase. Many are employed at American Cyanamid Chemical Plant at Piney River, The Burkeville Veneer Plant, Madison Manufacturing Company and Monroe Railroad Center in the county; and General Electric, Babcock & Wilcox and the foundries and other industries in Lynchburg.

One large central High School at the county seat and one small high school in the thickly populated area near Lynchburg provide secondary education for white boys and girls. There are 11

elementary schools for white children. A majority of the schools are overcrowded. Telephone lines and electric power service have been extended rapidly in recent years and now are available in every part of the county.

The County Health Center, in a well-equipped building, includes a full-time Health Nurse and a half-time County Health Doctor. There are six doctors and a dentist in the county and excellent hospital facilities in nearby Lynchburg.

Recreational activities are centered about Izaak Walton Park, Skyline Drive and National Forests, Concerts and programs at Sweet Briar College, many good eating places and a few private pools. A large variety of church denominations are located in the county. Many residents go to Lynchburg for bowling, concerts, foreign travelogues, swimming, movies and musical programs etc. Most shopping is done in Lynchburg - except possibly grocery buying.

II. COUNTY EXTENSION PROGRAM - ADULT

A. Organization

1. Home Economics Committees

a. Nutrition:

The Extension Nutrition Committee is composed of 6 county leaders. The purpose of the committee this year, will be to assist in carrying out the 1961 program and planning the 1962 program. The committee will meet once or twice during the year.

b. Clothing:

An Extension Clothing Committee will be organized during the year. The agent will visit homemakers interested in the subject of Clothing in various sections of the county. She will ask six of them to serve on the Clothing Committee. The committee will meet the number of times necessary for planning a long-time clothing program for the county.

2. County Home Demonstration Club Committee

The County Home Demonstration Club Committee is the planning and executive body of the county Home Demonstration Clubs. Club presidents, program development chairmen, county officers, and the seven members-at-large constitute this committee. The committee will meet twice during the year. At the spring 1961 meeting the program for 1962 will be planned. The fall meeting will include election of two officers, reports by club presidents on accomplishments, and a discussion of ways of carrying out the new year's program.

B. Subject matter and Special Emphasis Areas.

Subject Matter or Special Emphasis Area - (1) FOOD

Problem	Topics to be Included	Number of Clubs, Groups or Committees Involved
Lack of knowledge of what to include in each of the types of diets for sick, and diets suitable for persons recovering at home from operations etc. Many new food products on the grocery shelves offer a problem to homemakers. They do not know how to use them, which ones fit into their diets, how to select and prepare them wisely. They are tempted to buy these new food products. Need for more care in meal planning to get teenagers, older people, over weights to eat the proper diet. Need to encourage good nutrition throughout the county - particularly to encourage consumption of milk, Vitamin C foods and Vitamin A foods as these three are not being used to meet adequate daily requirements, as revealed in Nutrition Committee Survey.	Foods for the Sick New Food Products Your Meals - Better with Balance	13 clubs

GOAL	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEASURING RESULTS	NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS
Homemakers will select plan and prepare proper diets for family members who are sick.	How to select, plan and methods of preparing the various types of diets for sick persons.	Project leaders will be appointed at the beginning of the year by the club presidents. Two leader training meetings will be held. Two demonstrations will be covered by the first leader training meeting by the specialist.	

GOAL

WHAT PEOPLE ARE TO LEARN

PLANS FOR CARRYING OUT PROGRAM
AND MEASURING RESULTSNOTES ON RESULTS
ADJUSTMENTS AND
ACCOMPLISHMENTS

Homemakers will select new food products based on their needs in relation to time and effort, balancing of diet and cost. They will know how to prepare and serve the food pleasingly.

Homemakers will plan and serve meals to include the needed foods for their family members considering their requirements - ie. teenagers, older persons or overweights etc.

A wise use of new food products, how to select them, how and when to use them in balancing diets, best methods of preparing them, comparative costs.
Food needs of everybody.
How to meet the food needs of teenagers, older persons or overweight members of the family, (as the case may be) by including or leaving out certain foods.
What to add to the regular diet to supply more Vitamin C and A, and milk.

The other leader training meeting will be taught by the agent - possibly assisted by the power company home economist. Following the training meetings the leaders will give the method demonstrations in their respective clubs. Information relating to the demonstrations will be used in the agent's news column. Bulletins and circulars on the subject will be distributed to members and other interested persons. The plan for measuring results in changes on the part of people will be to use a home demonstration member's questionnaire on the program at the end of the year.

Subject Matter or Special Emphasis Area - (2) CLOTHING

Problem	Topics to be Included	Number of Clubs, Groups or Committees Involved
Many women feel insecure in their choice of clothing for different occasions. They want to be pleasingly and appropriately dressed on varied occasions, within their limited income. Individual homemakers want to learn how to sew for themselves and their families. They need to learn basic clothing construction. This will develop their skills and should save them money.	Clothing For The Occasion "Making a Dress	13 clubs Special Interest Group

GOAL	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEASURING RESULTS	NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS
Better dressed women and men without added clothing cost. Individuals have a feeling of confidence that they are suitably dressed on all occasions. Homemakers make good looking garments.	How to adapt the clothing they have to the occasion, through use of more or fewer accessories. the value of a basic dress or suit to use on most occasions. Types of fabrics and accessories suitable for dress and casual wear. To select the right type and size pattern, make pattern adjustments for better fit. Selection of suitable, becoming fabric. Placing pattern	Leaders will be appointed by the home demonstration club presidents. They will receive training from the clothing specialists after which they will give the method demonstrations in their respective clubs. Information relating to the topics will be used in the agent's news column. Bulletins and leaflets pertaining to the subjects will be distributed to the club members and others requesting them. "Making a Dress" will be conducted as a Special Interest Workshop.	

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GOAL

WHAT PEOPLE ARE TO LEARN

PLANS FOR CARRYING OUT PROGRAM
AND MEASURING RESULTS

NOTES ON RESULTS
ADJUSTMENTS AND
ACCOMPLISHMENTS

and cutting fabric.
Finning, basting and sewing
garment.
Putting in fasteners.
Putting in hems.
Pressing and finishing
garment.

Depending upon the interest
shown, a preliminary meeting
will be held for 1/2 day
several weeks before the
workshop. The preliminary
meeting will teach choosing
the correct size and type
pattern. Choosing fabric
and equipment needed. The
workshop will utilize the
method demonstration in
teaching basic construction.
Results will be measured based
on home demonstration question-
naire returns on the 1961 program.

Subject Matter of Special Emphasis Area - (3) HOUSE FURNISHINGS

Problem	Topics to be Included	Number of Clubs, Groups or Committees Involved
Many new floor coverings on the market today offer a problem in selection and care.	Floor Coverings and Care	13 clubs
Good buys in bedding. Bedding for good health.	Proper Bedding	Special Interest Group
What lamp for the location and use. Types of shades for best lighting.	Lamps and Shades (Selection and restyling)	
	Color Schemes	
Many homemakers need to renovate their homes. They want to know what colors to use, how many colors to use and which colors to combine for the most pleasing and attractive rooms. Need ideas in color planning new homes.		

GOAL	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEASURING RESULTS	NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS
Every member have a working knowledge of hard floor coverings available which will enable her to make wise selections when needed. Homemakers use best recommended methods for care of hard floor coverings.	Types of hard floor coverings available. How to select them for kitchen, utility rooms, den, basement, bathroom etc. in terms of wearing qualities for money spent. How to best care for these different types of coverings.	Project leaders will be appointed by club presidents. Two leader training meetings will be conducted by specialists. After which leaders will conduct the method demonstrations in their respective clubs. A special interest meeting on Lamps and Shades will be conducted with the assistance of the local power company's home economist. The meeting will include a type of workshop and demonstration and will be open to interested persons in Amherst County.	

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GOAL	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEASURING RESULTS	NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS
<p>Members use colors in paints, papers and accents in their rooms which will provide attractive and satisfying living surroundings. Provide at least one good lamp for reading or study area in the home. Make changes for better home lighting wherever needed and possible within the budget.</p>	<p>Basic principles of color combinations based on today's trends in color for the home. Use of color for restfulness, speciousness etc. How many colors to use. What colors to combine etc.</p> <p>Know the best type of lamp and shade for reading or study, conversation, games, bedroom, bathroom, porches or outdoor living area. Learn simple ways of remodeling lamps and shades on hand to meet standards of good lighting.</p>	<p>Information on each subject will be included in the agent's news column. Bulletins and circulars will be distributed to club members and others interested.</p> <p>Results of work on this subject by the homemakers will be based on the home demonstration questionnaire returns on the 1961 program.</p>	

Subject Matter or Special Emphasis Area - (4) HOUSING

Problem	Topics to be Included	Number of Clubs, Groups or Committees Involved
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Homemakers do not have adequate storage in kitchens; for linens; for clothing and miscellaneous items. They want to know how to better use the space they have and what additional storage they can provide from available income.

Planning for More Storage Space

13 Clubs

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEASURING RESULTS	NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS
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Every homemaker improve existing storage space. Homemakers provide new or additional storage for items.

How to use available storage more wisely through selecting things to be stored. Points where storage is needed and should be located. Use of shelves and dividers etc. to improve storage. New types of portable and permanent storage.

Leaders will be appointed by the club presidents. A training meeting will be conducted by the specialist. Leaders will then conduct the method demonstration in their respective clubs. Circulars and bulletins on the subject will be distributed to club members and interested persons. Information on the subject will be included in the agent's news column. Results of work on this subject by homemakers will be included in the home demonstration questionnaire returns on the 1961 program.

Subject Matter or Special Emphasis Area - (5) HOME MANAGEMENT

Problem	Topics to be Included	Number of Clubs, Groups or Committees Involved
Many think that social security is only for the aged. There is a misunderstanding of the purpose of social security. Many think it is a welfare project. People in general do not know the benefits or how to receive them.	Social Security	13 clubs Interested persons.

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEASURING RESULTS	NOTES ON RESULTS ADJUSTMENTS AND ACCOMPLISHMENTS
Every member know what is required of her to receive full benefit of social security. Members keep records necessary for qualifying for social security.	The purpose of social security. Who is eligible and the requirements.	A representative from the social security office will attend the individual club meetings and joint meetings of one or more clubs and will lecture and conduct question and answer periods. Literature on the subject will be distributed. The meetings will be open to members and interested persons, as a type of community service. Advance publicity of wide coverage will be given. Results of the meetings will be determined from returns of home demonstration club questionnaires on the 1961 program.	

C. Other Activities

1. County Home Demonstration Club Objectives

- a. Prepare a scrapbook: History of Amherst County through 200 years.
- b. Every member a qualified and informed voter.
- c. Participate in current news reporting at club meetings.
- d. Provide project help and demonstration opportunities for local 4-H members.
- e. Provide a family First Aid Kit.
- f. Support Maternal and Child Welfare.
- g. Work for safety in home and community.

The above objectives were set up by a committee at the spring 1960 meeting of the County Home Demonstration Committee and were adopted at that time. A County Objective Chairman was appointed. Suggestions by this County Chairman on meeting objectives have been put in the hands of each club objective chairman. The program was divided into 4 groups. Each group to receive special emphasis for 3 consecutive months. The agent will cooperate with the objectives chairmen and with the clubs to meet these objectives. Pursuing these objectives will strengthen and broaden the total Extension program in the county.

2. Amherst County Day

The County Home Demonstration Club Committee has accepted the invitation from Sweet Briar College to participate in Amherst County Day 1961. The County H. D. Committee Chairman appointed a committee which will be called to work on club

plans for participating in the program. The agent will work with the committees.

Amherst County Day is an annual event to promote good will between the college and the county citizens. It offers an opportunity to publicize the home demonstration program through club exhibits, luncheon and exchange of ideas among citizens from all parts of the county. Falling on a date near National Home Demonstration Week, the Day will serve as a county observance of that event.

3. Representation at District and State Federation Meetings.

The agent, working through county leaders will publicize district and state Federation meetings well in advance of dates. Newspaper articles, letters, announcements and individual encouragement will urge attendance at these meetings.

Participation in these meetings afford members an opportunity for exchange of ideas and to gain a better understanding of the Federation of Home Demonstration Clubs as well as contributing to better informed members.

4. Christmas T. B. Seals

The home demonstration clubs will cooperate with the county T. B. Association by contributing gifts to each T. B. patient from the county hospitalized with the disease.

D. Plans for Adapting And Carrying Out Programs With Urban Families.

The Madison Heights area separated from the City of Lynchburg by the James River is rapidly expanding with new homes developments. Three home demonstration clubs are in the area. An effort will be made to attract new members to these clubs and to interest all persons in open meetings and special interest meetings.

Individual activities of contacting new persons with information about the Extension program will be urged. Town and Country Institute at Lynchburg College March 27, 1961 will be widely publicized in an effort to reach new people as well as present members.

E. Farm and Home Development

The agent will work with three Farm and Home Development families in 1961. The families will be located through contacts with club members and conferences with some of the county leaders. The objective for promoting the work in farm and home development is: To help families have happier homes by providing the necessary counsel to enable them to identify and analyse their problems, determine a definite plan to follow, and put the plan into effect. The procedure which the agent plans to use in working with the families is to make the necessary number of home visits to the families, to help them determine their needs and goals and make a plan to follow, and then give them technical

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assistance with particular problems. The plan to be used in recording help given to, and progress made with families, will be complete and concise reports written up following each visit and filed in the agent's office.

III. COUNTY EXTENSION PROGRAM - YOUTH

A. Organization

1. County 4-H Council

The County 4-H Council is composed of the officers of the 4-H Clubs in the county with adult leaders serving in an advisory capacity. The council helps to strengthen the 4-H program through its opportunities for training of officers, setting up county objectives and planning countywide events. The Council will meet twice a year.

County objectives for 1961 are:

- a. Every club member participate in a club program.
- b. Every club participate in Amherst County Day at Sweet Briar. Make "Keep Virginia Beautiful" exhibit.
- c. Every member know 4-H motto, pledge and colors.
- d. Every club observe National 4-H Week and Rural Life Sunday.
- e. 80% of members plant shrubs, flowers or trees to improve their home grounds.

A number of special committees will be appointed by the County Council President to work with the agents on plans for carrying out the various objectives.

2. All Stars

The Amherst and Nelson All Stars are organized jointly. The Chapter will hold one or two meetings during the year. A program of work will be planned. In addition to accomplishing work in certain projects the organization should serve to help encourage club members to strive toward becoming All-Stars.

3. Project Planning Committee

The Project Planning Committee is composed of the president and vice-president from each 4-H club in the county and the adult leaders. The purpose of the committee is to decide on the projects which the clubs will carry for the following year and suggest topics, demonstrations and activities to include in the program. The committee will meet in the early summer. Prior to the planning meeting, the clubs will be given an opportunity to vote for the project they would like to carry. Their preferences are presented at the planning meeting by the club representatives serving on the project planning committee.

B. 4-H Project Work

HOME GROUNDS BEAUTIFICATION Subject Area

Project	Topics to be Included	Number of Clubs, Groups Involved	
Home Grounds Beautification	Making a Leaf Collection.		
	Exhibiting Leaf Collection.		
	Planting Bulbs.		
	Raking Leaves.	21 Clubs	
	Building a Compost Pile.		
	Anti-Litterbug Campaign.		
	Auto Litter Bags.		
	Fertilizing Lawn.		
	Using The Seed Catalog.		
	Where to Plant Annual Flowers.		
	Planting Annuals Seed.		
	How to Make Flats for Starting Seedlings.		
	Painting Mail Boxes.		
	Pruning.		
	Lawn Mower Safety.		
Planning Outdoor Eating Area.			
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GOALS	WHAT THE MEMBERS ARE TO LEARN	PLANS FOR CARRYING OUT PROJECT	NOTES ON RESULTS ADJUSTMENTS ACCOMPLISHMENTS

Each member keep his lawn and entrances clean and plant flowers, shrubs or trees for more beauty.
 Members improve mail boxes: paint if needed, stencil name on; plant flowers at base,

To identify trees and shrubs about them and to learn those most suitable for home ground planting.
 How and where to plant bulbs and several types of bulbs for spring flowers. How to build a compost pile using leaves raked off yard.
 To become conscious of trash and litter along highways

The project instruction will be given at nine monthly club meetings. Methods to use will be method demonstrations, talks, contests and movies. Members and club program chairmen will assist with these methods. Record books will be judged in May and recognition given in each club. Leaf collections will be judged and prizes of bulbs awarded in each club.

Cont'd.

GOALS

WHAT THE MEMBERS ARE
TO LEARN

PLANS FOR CARRYING
OUT PROJECT

NOTES ON RESULTS
ADJUSTMENTS
ACCOMPLISHMENTS

or erect a name
sign to farm or home.
Members fertilize
lawns.
Follow safety rules
in using lawn mower.

and home grounds and to
keep home areas clean of
this litter. To use auto
litter bags in the family
car as a means of helping
keep highways clean.
The proper time of year for
and value of fertilizing
lawns.
Using the seed catalogue.
Where, when and how to plant
annual flowers.
Painting, stenciling name,
and beautifying area around
mailboxes.
Planning outdoor eating area.
Simple pruning.
Lawn mower safety.

CLOTHING Subject Area

Project	Topics to be Included	Number of Clubs, Groups Involved	
So You'd Like to Sew	Wrist Pin Cushion	8 groups	
	Needle Case		
	Handkerchief		
	Stuffed Toy		
	Baby's Bib		
	Dollar		
	Blouse		
	Skirt		
	Apron		
Goals	WHAT THE MEMBERS ARE TO LEARN	PLANS FOR CARRYING OUT PROJECT	NOTES ON RESULTS ADJUSTMENTS ACCOMPLISHMENTS

To have each member enrolled in the project make four or more articles and exhibit them.

To make simple articles. Some of the fundamentals in sewing which may be applied later in the construction of garments.

The project leaders will receive training in the project at leader-training meetings. They will conduct neighborhood meetings during the summer for the girls enrolled in the project. Method demonstrations and workshops will be used as methods of teaching. The more difficult articles will be made by those members who are carrying the project for the second year. An exhibit of articles will be made at the completion of the work, and articles will be judged.

CLOTHING Subject Area, cont'd

Project	Topics to be Included	Number of Clubs, Groups Involved
Make or Remake	Clothing Inventory Clothing Plan Body Measurements How to Select and Use a Pattern How to Construct a Fitted Garment Making Buttonholes Putting In Sleeves, Collars and Zippers Modeling Dresses	
GOALS	WHAT THE MEMBERS ARE TO LEARN	PLANS FOR CARRYING OUT PROJECT
		NOTES ON RESULTS ADJUSTMENTS ACCOMPLISHMENTS

To have each girl enrolled in the project make or remake one or more garments.

To make a clothing plan, select a pattern and adjust it to fit, cut and construct a fitted garment, and model the garment.

Leaders will be trained at a meeting conducted by the specialist in the spring. In the summer they will conduct neighborhood meetings for the members enrolled in the project. Instruction will be given in the form of method demonstrations and workshops. A fashion show and contest will be planned after the completion of garments.

FOOD Subject Area

Project	Topics to be Included	Number of Clubs, Groups Involved
Meal Preparation	Table Setting Preparing Milk Dishes Making Salads Vegetable Cookery Egg Cookery Preparing Cooked Cereals Preparing Bacon, Sausage or Hamburger Planning and Preparing a Family Meal	

GOALS	WHAT THE MEMBERS ARE TO LEARN	PLANS FOR CARRYING OUT PROJECT	NOTES ON RESULTS ADJUSTMENTS ACCOMPLISHMENTS
To have each girl become more skilled in food preparation work by completing the requirements of the project.	To set the table correctly. To prepare milk dishes and salads. To cook vegetables, eggs, cereal, bacon, sausage and hamburger. To plan and prepare a family meal.	Leaders will be trained at a leader-training meeting. They will give instruction to the members at neighborhood project group meetings in the summer. Methods of instruction will include workshops and method demonstrations. Members will have an opportunity to enter a county demonstration contest.	

HOME IMPROVEMENT Subject Area

<u>Project</u>	<u>Topics To Be Included</u>	<u>Number of Clubs, Groups Involved</u>
Your Room	Room Inventory Plan For Room Improvements How to Partition a Dresser Drawer How to Make a Bulletin Board Selecting, Framing and Hanging Pictures Furniture Arrangement Flower Arrangement Use of House Plants	4 clubs

<u>GOALS</u>	<u>WHAT THE MEMBERS ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROJECT</u>	<u>NOTES ON RESULTS ADJUSTMENTS, ACCOMPLISHMENTS</u>
To have all members enrolled in the project improve the appearance of a room by making the best use of the furnishings on hand and making or restoring simple accessories.	To make an improvement plan for a room. To arrange furniture to the best advantage. To make the best use of furniture on hand. To make improvements in storage space for possessions. To make simple accessories for the room. To use flowers in the room.	Leaders will be trained at leader-training meetings. They will give the instruction to members at neighborhood group meetings in the summer. Members will have an opportunity to enter a home improvement county demonstration contest in the fall.	

C. Other Activities

1. Camps

Members will be encouraged to attend 4-H Camps as a means of stimulating interest in club work, receiving training in leadership and supplementing their 4-H projects and skills. The camps the county plans to participate in are: State 4-H Conservation Camp, District Senior 4-H Camp, and regular 4-H Camp at Holiday Lake.

In preparation for the regular 4-H Camp at Holiday Lake the agent will attend 2 or 3 planning meetings. Leaders to assist with the camp will be secured well in advance of the date. Camp will be publicized in early spring. Club meetings and applications will be distributed. Former campers will be called on to tell club members of their camping experiences. Applications will be accepted on basis of girls being bona fide club members who have project work up-to-date. Older club members will be notified of District Senior 4-H Camp at Holiday Lake and will be encouraged to attend through club announcements and individual visits.

The State 4-H Conservation Camp will be publicized at club meetings and through a letter to the older club members. The camp is held annually at Camp Farrar, Virginia Beach. From the group of members who express an interest in the camp, the agent will make nominations for attendance, which will be sent to the State 4-H Club Office for approval.

2. Rural Life Sunday

Through the observation of Rural Life Sunday, club members and church members gain a better understanding of how 4-H club work promotes the personal development of the club member. Suggestions for observation will be discussed with the clubs early in the year. Committees will be appointed to work out definite plans with the ministers for participation in the church service on Rural Life Sunday.

3. Achievement Day

A 4-H Achievement Day will be held as an event for recognizing outstanding club members and clubs. County medals will be awarded to certain members for outstanding club work. The annual 4-H club award will be presented to the outstanding 4-H club of the year. The event will help to publicize club work and will serve as an incentive to other club members to do better 4-H work. Club members, leaders, parents and friends of 4-H will be invited to attend. A program will be planned in addition to the presentation of awards.

4. Contests

Contests will help to promote better project work. The members who have done the best project work will have an opportunity to enter the District 4-H Contests.

A county demonstration contest will be held in the fall at the completion of work in the homemaking projects. Both junior

and senior divisions of the contest will be planned. Winners of the senior division will have an opportunity to enter the District Contest.

5. National 4-H Club Week

The observation of National 4-H Club Week should help the members to gain a great appreciation for their organization, help the citizens to learn more about 4-H club work, and possibly interest more young people in joining the club. The agent will discuss methods of observation with the clubs well in advance of club week. Committees will be appointed to work up plans following club discussions. It is the plan that each club will have some type of observation.

6. Amherst County Day

A committee composed of the vice presidents of each 4-H club and certain other members will be appointed to work on plans for Amherst County Day exhibit. Each club will work on a phase of the exhibit which will be based on the Home Grounds Beautification project.

The exhibit will be set up by the committee and hosts and hostesses will be appointed for the day.

This will serve to publicize the 4-H program and will present a learning opportunity for the general public.

IV. SCOPE OF WORK

A.

	<u>No. in 1960</u>	<u>Goal for 1961</u>
No. H. D. Clubs	13	14
Membership	256	266
No. H. D. Groups (unorganized)	0	0
Membership	0	0
No. 4-H Clubs	21	22
Membership	301	305
No. YMW Clubs	0	0
Membership	0	0
No. Community Clubs	0	0
Membership	0	0
No. Home Ec. Committees	1	2
Membership	6	12
No. General Interest Committees	1	1
Membership	6	6
No. Youth Committees	0	1
Membership	0	9
No. Other Organizations	1	1
No. Farm & Home Dev. Families	0	3
No. Other families reached	640	690
No. Different families reached	1015	1030

The areas which probably need the greatest emphasis during the year are the home economics committees and the farm and home development families.

The plan for reaching the goal of one additional home economics committee will be met by organizing a Clothing Committee. The agent will visit homemakers interested in the subject of clothing from various sections of the county. She will ask six of them to serve on the clothing committee. The committee will meet the number of times necessary for planning a long-time clothing program. The first step in the plan for farm and home development work will

be to locate the families to work with. This will be done through contacts with club members and conferences with some of the county leaders. After families contacted have decided they would like Extension's help, the agent will use a number of different methods in carrying on the work with them.

B. Plan For Informing the Public About the Extension Home Economics Program

One of the most important methods of informing the public about the Extension Home Economics Program will be the use of the newspaper. The agent will prepare a news column of home economics information and news of Extension Activities for the weekly county newspaper. She will encourage the publicity chairman of the home demonstration clubs to prepare articles on club activities for the newspaper. Some people unfamiliar with the Extension program will learn of some of its work through exhibits on Amherst County Day. Also National 4-H Club Week will afford an opportunity for some of the public to learn of the 4-H phase of the Extension program.

The Home Demonstration Clubs will be asked to help locate unorganized groups that the agent might work with. The agent will contact key leaders in some neighborhoods where there would be groups that would like some special interest meetings on home economics subjects. Some families not participating in organized clubs will be reached through Farm and Home Development work, through the home economics

mailing lists and by receiving information from home demonstration club members. The agent through working with civic clubs will be able to reach some new families. Also, information can be passed on to the parents of some of the 4-H club members through home visits to these members.

V. LEADERSHIP

A. Plan for Leadership

	<u>No. in 1959</u>	<u>Goal for 1960</u>
1. County program Leaders		
a. County Agricultural Extension Service Board	<u>0</u>	<u>1</u>
b. Youth Council	<u>0</u>	<u>1</u>
c. Home Economics Council	<u>0</u>	<u>1</u>
2. Home Demonstration Leadership	<u>No. in 1960</u>	<u>Goal for 1961</u>
No. organizational leaders	125	128
No. project leaders (subject matter)	147	150
No. Federation program of work ch.	13	14
No. program development leaders	13	14
No. result demonstrators	2	4
No. training meetings by specialists	5	5
No. training meetings by Dist. Agts.	1	1
No. training meetings by agents	3	3
No. training meetings by others	2	2
Att. at all training meetings	179	180
No. meetings held without an agent	59	70
No. meetings leaders assisted	84	84
Demonstrations by leaders	130	130
Talks and discussions by leaders	468	468

3. 4-H Club Leadership

No. in 1960 Goal for 1961

No. Club officers	126	132
No. adult project leaders	9	16
No. junior project leaders	7	8
No. result demonstrators	2	5
No. training meetings by specialists	1	1
No. training meetings by dist. agents.	0	0
No. training meetings by agents	1	2
No. training meetings by members club dept.	0	0
No. training meetings by others	0	0
Attendance at leader training meetings	5	20
No. 4-H leaders trained individually	9	14
No. club meetings held by ldr. without agt.	4	10
No. additional club meetings at which leaders assisted	21	33
No. demonstrations given by adult leaders	6	15
No. demonstrations given by junior leaders	23	25

B. Strengthening Leadership

The leadership area needing the greatest emphasis during the year in 4-H leadership. An effort will be made to secure more adult 4-H project leaders to work with the 4-H program.

Project leaders are needed to work with more of the 4-H girls on homemaking projects. Another need is to hold more training meetings for these leaders and to work for better attendance. The procedure to be used in an effort to secure additional adult 4-H project leaders is to ask for leaders through the home demonstration clubs and to approach some of the mothers of the club members about serving as leaders. The agents plan to get a Youth Council organized this year. It is believed that some help may be received from it in locating leaders.

The leaders will be lined up early in the year so that more group training meetings may be held rather than so much individual training.

VI. FOR SPECIAL CONSIDERATION

A. Plan For Maintaining and Strengthening Good Public Relations In The County.

1. The agent will make an effort to keep other members of the county staff informed of her work. She will meet often with other members of the staff to plan cooperative programs and projects. The secretary's time will be considered when work is given her, since she does the work of both agents. She will be furnished a copy of the agent's schedule and planned activities will be discussed with her. When the agent makes trips into the county she will give the secretary the places she plans to visit and the approximate time she expects to return. To keep the district agent and others on the state staff informed of work being conducted in the county, complete narrative reports will be written each month and special reports and requests will be answered promptly.

2. Relations Within The Parent Institution

The agent will seek to find out the services which are available from the Land-Grant Institution, not including the Agricultural Extension Division, ie., what assistance can be gotten directly from the teaching staff or the

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research staff for county problems. The agent will inform the people of the county whenever possible that the Extension Service is a division of V.P.I.. She will make an effort to become acquainted with the students from the county who are enrolled at V.P.I. If the agent is called upon by the faculty or experiment station staff to assist with any special projects, she will do so, if possible.

3. Relationships With Elected and Appointed Officials

The agent will continue to give monthly oral reports on Extension work that is done to the Board of Supervisors. This gives the agent an opportunity to become better acquainted with members of the Board, and at the same time, gives the Board an opportunity to know more about the work of the agent. During the year, an effort will be made to become better acquainted with State and National elected officials serving the county. The elected and appointed officials will be invited to certain Extension programs.

4. Relationships With Organizations

The agent will continue to assist program chairmen of organizations with planning and conducting some programs, when requested. The agent, through a letter and some personal contacts, will make an effort to inform more of the program chairmen of county organizations of the assistance which the County Extension Office can give them in planning and conducting their programs. An effort will be made to learn more about the objectives of the various organizations.

5. Relationships With Businesses

Visits will be made to local stores to see if recommended products are available. An effort will be made to get merchants to stock certain of these products, if they are not available. Services available from V.P.I. through the Extension Service will be discussed with them.

6. Relationships With Mass Media Personnel

The agent will continue to prepare a news column for the county paper and also submit articles on special events. She will send some news to the daily newspaper. She will invite the representatives of press and radio to many of the Extension meetings and activities.

7. Relationships With Other Agencies

Through talks with representatives from the various agencies and attendance at certain meetings of these agencies, the agent will learn more about the objectives and work of the agencies. She will also make an effort to give them more information about the programs and policies of the Extension Service. She will inform those with whom she works about the services offered by other agencies.

8. Individuals and Families

The agent will try to be pleasant to all with whom she works and meets. She will take time to explain what Extension is and does, to those who do not know. She will answer requests promptly and offer services to as many as possible.

B. Plan For Professional Improvement

The agent will retain her membership in the Virginia Home Demonstration Agents' Association and the Virginia Home Economics Association, and take advantage of some of the benefits of these associations.

She will participate in some educational programs and workshops planned by other organizations.

She will participate in home economics training meetings and workshops if they are made available by the Extension Service.

She will read professional books and journals and homemaking magazines.

C. Phase of County Program Expected To Make The Most Significant Contribution To Family Living.

The phase of the county program which the agent believes will make the most significant contribution to family living is the home demonstration clubs' program of monthly topics.

The program was planned by the participants, who put much thought and time into the planning. The program is varied enough to be of interest to all members and basic enough from a home economics standpoint to be of great benefit in improving family living. The benefits will be derived not only by the members, but also by their friends and relatives to whom they will pass on information. The program will be presented through method demonstrations at monthly meetings of the

Thirteen clubs. The majority of the demonstrations will be given by project leaders who will be trained by the specialists, other qualified people, and the agent. An evaluation of the program will be made at the end of the year. If it is felt that a continued study of certain topics is needed, consideration will be given to this at the time of planning the following year's program.