

1960

PLAN OF WORK

York Co,
ms. Mrs. Volzinger,
182a

Mrs. Irene Vohringer
Home Demonstration Agent
York County

I. COUNTY SITUATION

Situated between the York and James Rivers, York County stretches out from the mouth of the York for approximately 25 miles. The narrowest portion is about 2 miles and the widest part around 7 miles across. There are many inlets which make direct travel to communities very difficult. There are no towns of any size. Home owners in the upper part of the county use Williamsburg as a shopping center and the rest of the county residents shop in nearby Hampton or Newport News. This is true also in regard to many other activities. The weekly newspaper, The Virginia Gazette, serves the upper county - along with the Richmond papers - and two dailies, The Daily-Press and The Times Herald, are published in Newport News and carry the county news. Television and radio stations are located in Hampton, Newport News and Williamsburg.

There are very few farms of any size left in the county. In many cases, on farms from 3 to 9 acres, the operator works full or part time off the farm. Residents of the county find employment at the many government agencies such as the Naval Weapons Station, two Naval fuel facilities. Cheatham Annex, Langley Air Force Base, Ft. Monroe, N.A.S.A., Ft. Eustis and Kecoughtan VA Hospital. The American Oil Co. Refinery, VEPCO Plant, Dow Chemical, and Newport News Shipyard, along with seafood industries, furnish ample opportunities for employment of both men and women. These factors contribute to the problem of finding time to hold county meetings.

Good roads and all modern conveniences make living conditions above average. There are good school facilities, two apprentice schools, and adult courses from the College of William and Mary and V.P.I. Extension are offered in several high schools on the Peninsula. The nearby beaches and waterways afford many recreational facilities.

II. COUNTY EXTENSION PROGRAM - ADULT

A. Organization

a. Home Economics Council

Objectives:

1. Complete formation of council.
2. Council assist in planning over-all program.

Methods:

1. Call meeting of key individuals.
2. Explain function to group and organize council.
3. Hold planning meeting for 1961.

b. General Interest Committees

York County Landscape Society -

Objectives:

1. Help home owners in the following:
 - a. Plant materials for Foundation Plantings.
 - b. Outdoor living area.
 - c. Front of home.
 - d. Utility area.
 - e. Pruning.
 - f. Plant diseases.
 - g. Propagating plants.

Methods:

1. Issue bulletin when timely.
2. Mail V.P.I. Extension Landscape Notes to select list.
3. Hold regular monthly meetings open to public.
4. Tours.
5. Method demonstrations.
6. Coordinate with 4-H and Home Demonstration Clubs.
7. Publicity.

c. County Home Economics Committees

Home Furnishing -

Objective:

1. Help county women in home furnishing methods.

Methods:

1. Hold workshops in
 - a. Slip covers
 - b. Cushion repair and spring tying
 - c. Making draperies
 - d. Flower arrangements
2. Furnish information on problems related to home furnishing.
3. Publicity.

Food and Nutrition -

Objectives:

1. Assist county families to plan and prepare nutritious meals.
2. Stress low calorie meals and better use of milk in diet.

Methods:

1. Hold public demonstrations.
2. Articles in local papers.
3. Coordinate program with Home Demonstration Club program.
4. Publicity, letters, newscasts, etc.

Clothing -

Objective:

1. Help homemakers with clothing construction and special sewing problems.

Methods:

1. Give demonstrations open to public in
 - a. Selecting fabrics
 - b. Sewing machine attachments
 - c. Sewing machine adjustments
 - d. Seams and hems
 - e. Buttons and button-holes
 - f. Installing zippers
 - g. Neck, collars and sleeves
 - h. Pockets and belts
 - i. Adjusting and altering clothes and patterns.
2. Hold clothing construction workshop, two sessions, twice a week for three weeks.
3. Send out letters and issue invitations through news articles.
4. Publicity.

Home Demonstration Club Program -

Objectives:

1. Strengthen home and community life.

2. Advance standards of living.
3. Promote safety practices, especially in civil defense.

Methods:

1. Hold program planning meetings.
2. Leaders or agent give monthly demonstrations.
3. Conduct special interest meetings open to public and coordinated with special interest committee program, when possible.
4. Special committees plan for
 - a. National Home Demonstration Week
 - b. Compiling and Printing Year Book
 - c. Budget
 - d. Ways and Means
 - e. Achievement Program
 - f. History
 - g. Program of Work
5. Keep members and public informed through letters and articles in newspapers.

ADULT WORK - CLOTHING

<u>Problem</u>	<u>Topics Included</u>	<u>Number Involved</u>
Skill in construction and need for information on quality materials in order to save money and time.	1. Selecting New Fabrics	1. 6 Home Demonstration Clubs 2 County Clothing Committee
	2. Sewing Tips	2. 6 Home Demonstration Clubs 2 County Clothing Committee
	3. Sewing on New Fabrics	3. 2 County Clothing Committee
	4. Finishes	4. 2 County Clothing Committee
	5. Sewing Children's Clothes	5. 2 County Clothing Committee

<u>Goals</u>	<u>What People Are to Learn</u>	<u>Methods</u>	<u>Evaluation</u>
Help 100 homemakers in clothing problems.	1. Quality of new textiles	1. Subject for Home Demonstration monthly demonstration and Special Interest Clothing Committee	
	2. Care of new textiles	2. Subject for Home Demonstration monthly demonstration and Special Interest Clothing Committee	
	3. Sewing on new textiles	3. Subject for Home Demonstration monthly demonstration and Special Interest Clothing Committee	
	4. Sewing methods, especially children's clothing	4. Workshop in children's clothing. 5. Publicized through letters and newspapers, and also personal contacts. 6. In September a sheet to be filled out and returned to office will be sent each participant to enable agent to make an evaluation of program.	

ADULT WORK - HOME MANAGEMENT

<u>Problem</u>	<u>Topics Included</u>	<u>Number Groups Involved</u>
Wise use of family dollar, especially in regard to upkeep of home, and investments. Also, time and energy saving through better storage methods.	<ol style="list-style-type: none"> 1. Household Repairs 2. Kitchen Storage 3. What Women Should Know About Contracts and Investments. 	<ol style="list-style-type: none"> 1. 6 Home Demonstration Clubs 2. 6 Home Demonstration Clubs 3. 6 Home Demonstration Clubs

<u>Goals</u>	<u>What People Are to Learn</u>	<u>Methods</u>	<u>Evaluation</u>
75% of club members able to make simple repairs and improve kitchen storage. 75% of club members informed about legal matters.	<ol style="list-style-type: none"> 1. How to make simple household repairs. 2. Better methods and utilization of kitchen storage. 3. Legal matters a woman should know. 	<ol style="list-style-type: none"> 1. Subject for monthly H.D. Club meetings in February, March, and May. 2. Leaders will be trained by agent and specialist for Household Repair demonstrations. 3. Agent and specialist will set up result demonstrations for kitchen storage. 4. Local professional men will conduct discussions on legal matters. 5. Monthly articles preceding demonstration will be given to local papers. 6. Each member to send in report on result of use of information received. 	

10

ADULT WORK - FOOD and NUTRITION

<u>Problem</u>	<u>Topics Included</u>	<u>Number Involved</u>
1. Weight control through better balanced and nutritious meals.	1. Low Calorie Meals	1. 6 Home Demonstration Clubs 2 Special Interest groups
2. Preparation of food for enjoyable entertaining.	2. Party Sandwiches 3. Decorating Cakes 4. Buffet Party Meals	2. 6 Home Demonstration Clubs 3. 6 Home Demonstration Clubs 4. 6 Home Demonstration Clubs

<u>Goals</u>	<u>What People Are to Learn</u>	<u>Methods</u>	<u>Evaluation</u>
Reach 75% Home Demonstration Club members with information on foods. Interest 25 new contacts in improved methods.	1. Value of low calorie foods. 2. Value of milk in diet. 3. Save money through learning skill in making party foods. 4. Enjoy food preparation.	1. Monthly demonstrations to H.D. Clubs in December, June, August and November. 2. Leader training meetings will be held previous to monthly meetings. 3. Hold open meeting for Special Interest Food Committee demonstrating low calorie foods. 4. Publicize through papers, letters, and personal contacts. 5. Send sheet to be filled out and returned to office to those attending meetings, reporting on use made of information.	

ADULT WORK - HOUSE FURNISHINGS

<u>Problem</u>	<u>Topics</u>	<u>Number Involved</u>
Establishment of principles of good taste in home furnishings.	1. Color in the Home	1. 6 Home Demonstration Clubs
	2. Braided Rugs	2. 2 Special Interest meetings
	3. Slip Covers	3. 2 Special Interest meetings
	4. Cushion repair and spring tying	4. 2 Special Interest meetings
	5. Draperies	5. 2 Special Interest meetings
	6. Flower Arrangements	6. 2 Special Interest meetings

<u>Goals</u>	<u>What People Are to Learn</u>	<u>Methods</u>	<u>Evaluation</u>
Assist 100 county women in home furnishing methods.	1. How to save money through proper up-keep methods.	1. Home Demonstration Club topic for meeting in April.	1 ∞ 1
	2. Color harmony.	2. Specialist will train leaders for demonstration.	
	3. Beauty in home furnishings.	3. Special Interest meetings will be given on topics by agent and local leaders.	
	4. Skill in making home furnishings.	4. Workshops will be held open to public.	
		5. Committee members will contact interested persons in regard to attending special interest meetings.	
		6. Publicize through letters and news articles in papers.	
		7. Reports from club members and participants in workshops will be collected.	

ADULT WORK - RURAL ARTS and CRAFTS

<u>Problem</u>	<u>Topics</u>	<u>Number Involved</u>
1. Recreation	1. Pine Needle Bags	1. 4 Home Demonstration Clubs
2. Saving money	2. Hats	2. 6 Home Demonstration Clubs
3. Develop skill	3. Tote Bags	3. 6 Home Demonstration Clubs
	4. Christmas Gift Display	4. 6 Home Demonstration Clubs

<u>Goals</u>	<u>What People Are to Learn</u>	<u>Methods</u>	<u>Evaluation</u>
Assist 30 women in handcraft skills.	1. Use of native materials	1. Local leaders will hold classes and instruct leaders in each club.	
	2. How to make becoming and economical accessories.	2. Local leaders will hold hat workshop open to all club members.	
	3. Leisure time activity	3. Local leader will hold special interest meeting.	
		4. Christmas gift display will be arranged by each club at county meeting.	

1
0
1

C. Other Activities

1. Federation Program of Work

Objective:

1. To develop better attitudes towards "Safety" especially as it applies to Civil Defense.

Methods:

1. Club chairmen will hold short discussion periods at each monthly meeting as follows:
December - Explanation of Program
January - What to Tell Our Children
February - Four Wheels to Survival
March - First Aid
April - Grandma's Pantry
May - Disaster Know How
June - County Survey of Facilities
July - Cook Out
August - Hurricane Preparations
September - Planned Communications
October - Fall Our Protection
November - Be Prepared Quiz
 2. County and club chairmen assist York County Civil Defense chairman if requested.
 3. Sponsor First Aid course.
 4. Chairmen hold planning meeting previous to years program.
 5. Agent will distribute subject matter material and suggestions to chairmen.
2. National Home Demonstration Club Week

Objectives:

1. Inform public of Home Demonstration activities.
2. Interest public in Extension methods.
3. Recognize leaders.

Methods:

1. Cooperate on publicity in local newspapers, radio and TV programs, in this area. Send out advance information by telephone and letter.
2. Have special county observance. The agent will assist committee appointed for purpose of planning this event.

3. District Home Demonstration Club Meeting

Objectives:

1. Arouse interest of club members in Virginia Federation of Home Demonstration Clubs.
2. Help club members gain better understanding of objectives and ideals of Virginia Federation and its relation to Extension Service.
3. Recognition of individuals and clubs.

Methods:

1. Each club have at least five members attend meeting.
2. Have report of meeting made at club meetings.
3. Agent will assist county publicity chairman with publicity.
4. Agent will send out advance information by telephone and letter.
5. Take part in meeting, if requested.
6. Contribute to "Fannies for Friendship." \$5.00 in county budget for this purpose.
7. Contribute to I.F.Y.E. Fund. \$5.00 per club in county budget for this purpose.
8. County chairmen make report, if requested.

4. State Meeting of Virginia Federation of Home Demonstration Clubs

Objectives:

1. Awaken appreciation of Federation of Home Demonstration Clubs.
2. Opportunity to recognize club leaders.

Methods:

1. Each club have at least one delegate attend meeting and make report to club.
2. County send two delegates to meeting. County chairman to act, if possible, and make report at a county meeting. \$20.00 has been set aside in county budget for this purpose.
3. All clubs a member of Federation.

5. County Objectives of Home Demonstration Clubs

Objectives:

1. At least one result demonstration in club.
2. Support 4-H Club activities.

3. Each club have delegate attend State Federation meeting.
4. Each club have at least five members attend District Federation meeting.
5. All members memorize Homemakers' Creed.
6. Each club to secure three new members.
7. Have each member fill out accomplishment sheet.

6. Home Demonstration Club Achievement Program

Objectives:

1. To inform public of Home Demonstration Club activities.
2. To recognize achievement of individuals and clubs.
3. Evaluate year's work.
4. Foster cooperation of club members.

Methods:

- A special committee appointed by county committee will plan this program with assistance of agent.
2. County chairman will arrange for publicity with assistance of agent.

7. Home Demonstration Year Book

Objectives:

1. Outline of club program in compact form.
2. Means of informing others of club program.
3. Foster better understanding of county leaders in program.

Methods:

1. County committee to select a special committee to plan and compile the year book. The agent will assist this committee.
2. Submit plans to county committee for approval and arrange for expense of printing. \$30.00 in budget for this purpose.
3. Committee have book printed.
4. Agent assist in distribution of year book.
5. Agent will prepare news item summarizing club program.

8. Community Projects

Objectives:

1. Foster good relationships with people in county.
2. Public application of Extension educational methods.

Methods:

1. The county Home Demonstration Club Committee appointed a

- special committee to work out plans for cooperating on a common project to be undertaken by all the clubs.
2. Cooperate with civic and church groups, if requested, and when feasible.
 3. Cooperate with plans of general interest committees, when requested.

9. Unorganized Communities.

The agent will give information and demonstrations on subjects of special interest to localities, if requested.

10. Judging

Objectives:

1. Use local trained leaders in judging exhibits at area events.
2. Encourage appreciation for high standards and accepted practices.

Methods:

1. Local leaders will be asked to assist at Tri-Area 4-H Fair, achievement programs and other area exhibits, not only as judges but in supervising the setting up of exhibits.
2. Send leaders to training meeting if held in district.

11. Publicity

Objectives:

1. Extend influence of Extension methods.
2. Inform public of Extension program.

Methods:

1. Each home demonstration club urged to furnish their local newspaper representative with club items of interest.
2. Assist county home demonstration club publicity chairman prepare items of county-wide interest for publication.
3. Agent furnish monthly items for local papers covering Extension program for month and condensed report of agent's annual report.
4. Cooperate with radio and TV stations, using when available.
5. Distribute bulletins and send out other printed material, when requested.
6. Send out circular letters and announcements of programs.
7. Use bulletin boards, where available, for announcements and posters.

8. Assist with public exhibits of projects under supervision of Extension agents.
- D. As work in this county may be classified rural non-farm or urban, farm living does not enter into the program planned.
- E. Farm and Home Development

Families with home management problems will be given assistance, if interested. The situation in the county does not seem to present this as a primary need.

III. COUNTY EXTENSION PROGRAM - YOUTH

A. Organization

a. County Youth Committee

This committee is composed of leaders of 4-H clubs. The committee will hold two meetings to talk over common problems and outline plans for county events. These plans are submitted to the agents who use the information in supervising the 4-H club work in the county.

b. County 4-H Council

Objective:

1. Determine policies and programs to be carried out by county 4-H clubs.

Methods:

1. Hold quarterly meetings, two of which will stress some phases of recreation, and two business meetings.
2. Appoint committees who will be responsible for planning county-wide activities such as Rally Day, National 4-H Week, Talent Contest, Awards and Recreation Program, Rural Life Sunday, and Tri-Area 4-H Fair.
3. Appoint Year Book Committee to compile and prepare year book.

c. All Stars

Objective:

1. Present full quota of names for recognition by All Star organization so that the county organization will gain strength.

Methods:

1. Obtain names of eligible 4-H club members from leaders with qualifications of same.
2. Present names to county All Star members for recommendation to organization.
3. Encourage All Star members through recognition and participation in special events, such as award programs and exhibits.
4. Use All Star members as leaders wherever possible in county and area programs.
5. Assist All Stars to attend area meetings.

d. Honor Club

Objectives:

1. Encourage outstanding achievement in 4-H activities.
2. Strengthen 4-H program.

Methods:

1. Hold pre-planning meeting with co-workers and leaders to select club members for membership.
2. Award Honor Certificates at Awards Program.
3. Use Honor Club members for special activities and as junior leaders.
4. Hold three Honor Club meetings. This to be two business meetings and a special recreation and recognition meeting.

e. Project Planning Committee

Objective:

1. Strengthen 4-H project work in county.

Methods:

1. Hold planning meeting in early summer. Committee to be composed of adult and junior leaders. Two mothers will be asked to attend as advisors.
2. Select projects to be undertaken in 1961 by majority vote.

f. Tri-Area 4-H Fair Committee

Objectives:

1. Recognition of 4-H activities.
2. Inform public of 4-H activities.
3. Stimulate interest of club members to stay in club work.

Methods:

1. Hold committee meetings throughout year, as need arises, to plan procedures and methods of conducting Fair. Committee is composed of county Extension agents, interested local persons, adult and junior leaders.
2. Award prizes and ribbons in recognition of exhibits as a result of project work carried on by 4-H club members.
3. Use newspapers, radio and TV to inform public of event.
4. Use trained leaders, co-workers and other professional workers as judges.
5. Leaders and club members solicit advertisements for printed Fair Catalog. These will cover expenses of printing and all other Fair expenses.
6. Mail out catalogs in advance to stimulate public interest. The catalog will include interesting items explaining 4-H activities, recognition of 4-H leaders and club members,

- as well as exhibit outlines.
7. Evaluate Fair by holding committee meeting immediately after completion of Fair. Pre-plans for another year discussed and officers selected, if possible.

g. Leaders Organization

Objectives:

1. Set up county policies.
2. Exchange helpful ideas.
3. Receive information from agents.

Methods:

1. Hold meetings of agents and leaders when necessary.
2. Cooperate with 4-H Council.

4-H SUBJECT AREA - CLOTHING

<u>Project</u>	<u>Topics</u>		<u>Number Clubs & Groups Involved</u>	
1. Looking Your Best	1. Rate Yourself 3. Care of Hands 5. Improve Your Posture 6. Hang Up Your Clothes	2. Care of Hair 4. Care of Skin	2	2
2. So You'd Like to Sew	1. Needle Case 3. Collar	2. Tea Towel 4. Apron	3	3
3. Make or Remake	1. Blouse 2. Skirt 3. Dress		6	6

<u>Goals</u>	<u>Objectives</u>	<u>Plans</u>	<u>Notes</u>
1. Assist 25 boys and girls in better grooming practices.	1. Teach Care of self and clothes. 2. Develop good posture. 3. Money saving.	1. Method demonstrations by agent, leader or junior leader. 2. Have members exhibit posters at Tri-Area 4-H Fair. 3. Club and county contests.	
2. Assist 15 girls in basic sewing.	1. Learn how to make simple articles. 2. Learn about use of sewing machines,	1. Method demonstrations by agent, leader or junior leader. 2. Individual instruction through summer workshop. 3. Club and county contests, and exhibits at Tri-Area Fair.	
3. Thirty-five girls will be given help in making garments.	1. Help girls plan and construct suitable wardrobe. 2. Help girls use clothing dollar wisely. 3. Help girls acquire skill in sewing.	1. Workshops will be held in summer. 2. Mothers and leaders give individual help. 3. Club and county contests. 4. Exhibits at Tri-Area 4-H Fair.	

4-H SUBJECT AREA - FOOD

Project	Topics	Number Clubs & Groups Involved	
1. Bread	1. Biscuits 3. Muffins 5. Master Mix	2. Corn Bread or Batter Bread 4. Yeast Bread	4 5
2. Food Preservation	1. Food plan for family. 3. Can & freeze vegetable	2. Can & freeze fruit 4. Meal planning	3 1
3. Meal Preparation	1. Table setting & manners 2. Cook eggs 4. Milk dishes 6. Cook meat	3. Cook cereal 5. Muffins 7. Cook vegetable	3 4
4. Outdoor Meals	1. Assemble picnic equipment 2. Plan picnic lunch 4. Plan cooking facilities & safety measures.	3. Plan cook out	6 3

Goals	Objectives	Plans	Notes
1. Instruct 35 girls in bread making.	1. Give instruction in better methods of bread making. 2. Teach wise use of food \$. 3. Teach quality of home baking.	1. Method demonstrations by leaders and agent. 2. Club & county contests. 3. Exhibits at 4-H Fair.	
2. Assist 10 girls in canning and freezing methods.	1. Teach wise use of equipment. 2. Help plan for storage of equipment. 3. Teach preparation & use of canned and frozen foods. 4. Show that time and money can be saved.	1. County-wide all-day meeting including method demonstrations. 2. County contests. 3. Exhibits at Fair.	
3. Give instruction to 15 boys & girls in preparing food.	1. Develop skill in preparing food. 2. Learn to enjoy food preparation. 3. Gain understanding of money spent on food. 4. Learn how to plan family meals.	1. Method demonstrations by leaders and agent. 2. Hold club meal for members and parents. 3. Club & county contests. 4. Exhibits at Fair.	
4. Help club members learn art of outdoor cooking.	1. Learn to enjoy food preparation. 2. Learn safety measures. 3. Learn group cooperation.	1. Method demonstration by agent, leader & junior leaders. 2. Hold club & county-wide wide cook outs.	

4-H SUBJECT AREA - HOME IMPROVEMENT

<u>Project</u>	<u>Topics</u>		<u>Number Clubs & Groups Involved</u>	
1. Your Room	1. Make inventory & plan. 3. Improve storage place. 5. Before & after floor plan.	2. Make article for room. 4. Furniture arrangement. 6. Flower arrangements.	3	2
2. Your Home	1. Orderly care of rooms. 3. Before & after floor plan.	2. Color plan. 4. Three home improvements.	3	1

<u>Goals</u>	<u>Objectives</u>	<u>Plans</u>	<u>Notes</u>
1. Help 14 members improve furnishings and arrangement of room.	1. Teach care of rooms. 2. Teach best use of furnishings on hand. 3. Show how to save time and money. 4. Help club members gain appreciation for standards of good taste.	1. Leaders and agent will give method demonstrations. 2. Work meeting on flower arrangements will be held for both projects. 3. Tours of homes. 4. Contests and exhibits at 4-H Fair. 5. Individual assistance will be given in planning.	
2. Show 6 club members methods to improve rooms and furnishings.	1. Train club members in ways to improve and care for furnishings in home. 2. Teach principles of color harmony. 3. Train club members in methods of household repairs.		

1
2
1

C. Other Activities

a. 4-H Community Clubs

Objectives:

1. Increase membership by 10%.
2. Form one new club.

Methods:

1. Hold monthly club meetings after school hours.
2. Hold leader and officers training meetings.
3. Each club will have adult organizational leader and will make more use of junior leaders, who will assist as much as possible.
4. Each club will have project leaders who will give project instruction, except for two meetings. These leaders to receive previous training.
5. Agent will visit homes of leaders and members throughout year.
6. Publicity by club and county reporter will be encouraged.
7. Overall county activities will be planned by 4-H Council.

b. 4-H Council

Objectives:

1. Plan county-wide activities.
2. Develop skill in parliamentary procedure.
3. Foster principles of democracy.

Methods:

1. Hold quarterly meetings, two of which should stress training in recreation and two will be business meetings.
2. Appoint committees to plan and carry out county-wide activities - Rally Day, National 4-H Week, 4-H Tri-Area Fair, Talent Night, Awards and Recreation Program, Rural Life Sunday, Year Book.

c. Camps

Objectives:

1. Foster cooperation.
2. Wholesome recreation.
3. Good citizenship training.

Methods:

1. Jamestown - Plan for leaders and forty girls in junior camp, and twelve girls in senior camp.

2. Conservation - Plan for one leader and two girls.
3. Short Course - Plan for full quota.
4. Have club members make reports at club and county meetings on camp experiences.
5. Publicize through newscasts and newspapers.

d. Contests

Objectives:

1. Measurement of making best, better.
2. Foster good sportsmanship.

Methods:

1. Hold club and county contests where possible.
2. Participate in district and State contests.
3. Hold Share-the-Fun night.
4. Participate in Tri-Area 4-H Fair.

e. Achievement Days

Objectives:

1. Exhibit result of training.
2. Recognition of work done.

Methods:

1. Participate in Tri-Area 4-H Fair.
2. Awards and Recreation Program will be held in fall and leaders recognized.
3. Publicity in newspapers, TV and radio will be used.
4. Public will be invited to these meetings.

f. Rural Life Sunday

Objective:

1. Deepen love of church and what it stands for.

Methods:

1. 4-H Council appoint committee to make plans for and carry out this program. Agent will act as advisor.
2. Parents and friends will be invited to meeting.
3. Publicity of meeting will be encouraged.

g. Rally Day

Objectives:

1. Cooperation of clubs.

2. Establish good fellowship.
3. County unification.

Methods:

1. 4-H Council appoint committee to plan and carry out program. Agent act as advisors.
2. Training in good recreation will be given.

h. National 4-H Club Week

Objective:

1. Participate in National Observance.

Methods:

1. Observance will be planned by committee appointed by 4-H Council and agents.
2. Tours of interest will be arranged.
3. Encourage publicity through radio, TV and newspapers.

IV. SCOPE OF WORK

A. Organization

	<u>No. in 1959</u>	<u>Goal for 1960</u>
Number of Home Demonstration Clubs	6	6
Membership	125	145
Number of H.D. Clubs (unorganized)	0	0
Membership	0	0
Number of 4-H Clubs	6	6
Membership	80	100
Number YMW Clubs	0	0
Membership	0	0
Number Community Clubs	0	0
Membership	0	0
Number Home Economics Committees	3	4
Membership	20	35
Number General Interest Committees	2	1
Membership	15	8
Number Youth Committees	2	2
Membership	30	40
Number other organizations	7	8
Number Farm & Home Development families	0	0
Number other families reached	570	600
Number different families reached	1600	1700

A.

SCOPE OF WORK - Areas for Emphasis in 1960

<u>Area</u>	<u>Goals</u>	<u>Plans</u>	<u>Notes</u>
Increase membership in H.D. Clubs	Each club increase membership by 5.	<ol style="list-style-type: none"> 1. Hold Special Interest meetings. 2. Urge members to invite neighbors. 3. Publicize meetings. 	
Home Economics Committees	<ol style="list-style-type: none"> 1. Continue present committees. 2. Strengthen. 	<ol style="list-style-type: none"> 1. Committee plan special meetings. 2. Home visits. 3. Publicize in local papers. 4. Use local leaders to assist. 	

B.

Publicizing Extension Home Economics Program

<u>Area</u>	<u>Goals</u>	<u>Plans</u>	<u>Notes</u>
Informing public about program.	<ol style="list-style-type: none"> 1. Have active Home Economics County Council. 2. Hold special interest meetings. 3. Assist at least 20 women in home problems. 	<ol style="list-style-type: none"> 1. Committee members help compile list of women in their locality & their interests. 2. Send out notice of current & coming events to all on lists. 3. Publicize club & special interest programs through newspapers, letters, telephone and personal contacts. 4. Meet with unorganized groups when requested. 5. Invite leaders of unorganized groups to leader training meetings. 	

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	0	0
b. Youth Council	0	0
c. Home Economics Council	6	10
2. Home Demonstration Leadership		
	<u>No. in 1959</u>	<u>Goal for 1960</u>
No. organizational leaders	40	40
No. project leaders	59	64
No. Federation program of work chairmen	7	7
No. program development leaders	7	7
No. result demonstrators	6	12
No. training meetings by specialists	3	3
No. training meetings by district agents	0	0
No. training meetings by agents	4	6
No. training meetings by others	3	14
Attendance at all training meetings	111	168
No. meetings held without an agent	35	40
No. meetings leaders assisted	69	75
Demonstrations by leaders	76	100
Talks and discussions by leaders	230	250

3. 4-H Club Leadership

	<u>No. in 1959</u>	<u>Goal for 1960</u>
No. club officers	63	56
No. adult project leaders	18	21
No. junior project leaders	7	6
No. result demonstrators	3	6
No. training meetings by specialists	0	0
No. training meetings by district agents	0	0
No. training meetings by agents	4	6
No. training meetings by members club dept.	2	0
No. training meetings by others	2	4
Total attendance at leader training meetings	95	120
No. 4 ^H leaders trained individually	20	30
No. club meetings held by leader w-out agent	64	70
No. additional club meetings leaders assisted	96	100
No. demonstrations given by adult leaders	84	90
No. demonstrations given by junior leaders	50	60

B.

LEADERSHIP - Strengthening Leadership

<u>Area</u>	<u>Objectives</u>	<u>Plans</u>	<u>Notes</u>
Program Development Leaders	<ol style="list-style-type: none"> 1. Have active county & club leaders. 2. Foster local leadership. 3. Develop abilities of leaders. 	<ol style="list-style-type: none"> 1. Hold training meeting in Nov. to prepare for presentation of 1960 program. 2. Training for leaders in Feb. for preparation of a good program for 1961. 3. County spring and fall planning meetings. 4. Assist leaders in planning & conducting club choice and special meetings. 5. Send monthly letter of suggestions to program development leaders. 	
4-H Organizational Leaders	<ol style="list-style-type: none"> 1. Have trained leaders in each club group. 2. Strengthen 4-H organization. 3. Encourage and recognize local leaders. 	<ol style="list-style-type: none"> 1. Training for leaders in club meeting procedures and programs, special activities, giving guidance to club officers, record keeping, and advisory duties. 2. Agent and local leaders will hold training meeting in recreation and other special activities. 3. Information & printed material from State 4-H Dept. will be given all leaders. 4. Agent will attend monthly meetings when possible. 5. Recognize leadership by: <ol style="list-style-type: none"> a. Lists in 4-H Fair catalog. b. At Awards Program. c. Scholarships for 2 leaders to State Leaders meeting. 6. Include leaders in planning meetings for county-wide activities. 	1 2 3 1

VI. SPECIAL CONSIDERATION

A. Developing Good Public Relations

1. State Organization

Methods:

- a. Mail Home Demonstration and 4-H Club Year Books to district and related State personnel.
- b. Endeavor to answer all inquiries promptly.
- c. Frequent staff conferences.
- d. Consult State personnel for assistance in program development.

2. Parent Institution

Methods:

- a. Obtain information from Home Economics Department to pass on to prospective college students.
- b. Encourage county people to attend Rural Institute and Home Demonstration Club Federation meetings.
- c. Support and encourage full participation in 4-H Short course.

3. Elected and Appointed Officials

Methods:

- a. The home agent will keep the Board of Supervisors informed of programs and special activities.
- b. Cooperate with special programs as requested by the Superintendent of Schools and other county officials.
- c. Show appreciation to State and local officers through support of "Safety" program.
- d. Extend invitation to achievement and special programs.

4. Organizations

Methods:

- a. Interest and cooperation will be given the programs of other organizations.
- b. Inform and invite organizations to program of common interests.
- c. Endeavor to interest key organizational leaders in Home Economics county program planning.
- d. Offer assistance to organizations such as bulletins and other printed material and trained leaders for demonstrations.

5. Commercial Interests

- a. The agent will cooperate with commercial organizations in holding demonstrations, conducting tours, judging exhibits and contests, and in other ways, if feasible. VEPCO, Singer Sewing Center, food markers, dairies, locker plants, public water works, bakeries, are some of the firms that have been used in this way.

6. Mass Media Personnel

Methods:

- a. Furnish representatives of local papers with news items concerning Extension activities.
- b. Invite local TV, radio and newspaper representatives to local county activities.
- c. Become acquainted with these representatives.

7. Other Agencies

Methods:

- a. Include tours of Federal Institutions in local program, when possible.
- b. Cooperate with county teachers in related programs.
- c. Cooperate with Health, Welfare and Safety State and county personnel. 4-H and Home Demonstration Clubs will consult Welfare Department for suggestions in community projects. 4-H Clubs will be given talks by personnel from Health and Public Safety agencies.

8. Individuals and Families

Methods:

- a. Individuals and families will be informed of the Extension program through news articles, letters, and personal contacts by agent and committee members.
- b. Information on better homemaking and other Extension activities as given out by State and Federal Extension Service will be furnished if requested by telephone, letters, office calls and home visits.
- c. Invitations will be extended to special interest programs and tours.
- d. Offers of assistance will be extended where applicable.

E. Plans for Professional Improvement

1. Organized Study

The agent plans to take advantage of training courses, when possible.

2. Reading

Books and other publications on related subjects accepted by Extension Department as good reading will be obtained when possible, and studied.

3. Membership in Professional Organizations

- a. Have membership in National and State Home Economics Association and Home Agents Association.
- b. Attend District, State and National meetings, if possible.
- c. Serve on committees, if requested.

4. Participating in Program and Workshops Planned by Other Organizations

Cooperate and attend meetings, if feasible.

5. Planned Educational Trips

State and out-of-state tours of educational value will be taken when possible.

C. Contribution to Family Living

Area: Home Economics and Special Interest Committee programs.

Objectives: 1. Assist families in obtaining solutions to problems in order to establish a happy and satisfying family life.

Plans: 1. Hold program planning meetings.
2. Involve committee members in surveys to determine interests of different localities and families.
3. Encourage committee members to issue personal invitations to meetings and bring people to meetings.

4. Publicize all meetings and issue public invitation.
 5. Distribute helpful printed information to interested persons.
- 