1954 PLAN OF WORK

CHESTERFIELD COUNTY

VIRGINIA

Elsie V. Copeland Local Home-Demonstration Agent

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1. County Situation

Chesterfield county located between the Fall of the James and Appomattox River, and surrounded by the city of Richmond, Hopewell and Petersburg, is considered to be one of the larger Virginia Counties from the standpoint of population. It is a peninsula 28 miles long and twenty miles wide, with an area of 484 square miles, and a population of approximately 49,791. Fourteen thousand of this number are Negroes, and according to the 1950 Census only 205 of these families were considered full time farmers.

The majority of the residents work in plants, factories, and institutions in the nearby towns such as:

The Richmond Quartermaster Depot(Bellwood)
E. I. Dupont De Nemours Plant
Millers Manufacturing Co. (Box Factory)
David M. Lea (Lumber, furniture plant
Standard Paper Co
Abermarle Paper Company
Continental Can Co.
Hinde and Dauche Paper Box
Brown and Williams Tobacco Plant
Lucky Strike Tobacco Plant
Nitrogen Plant
Central State Hospital, and Va State College

Chesterfield is noted as one of the richer counties of the State as far as finance and resources are concerned, but it was included among the Emergency Drought Areas, during the summer when crops and gardens wilted under the heavy rays of the sun, and lack of rain.

At present another factory is being constructed near Hopewell, in the Bermuda Hundred community. Six hundred acres of land was purchased, situated on the James River in that area. This factory will be connected with the E. I. Dupont De Nemours plant in the manufacturing of rayon or other synthetic material. This will mean more work for the county people, and possibly there will be other persons migrating to this area.

In general the housing facilities are pretty good, more people are gradually putting in modern living facilities, and a program of better housing is being instituted throughout the county.

II. What I Expect The 1954 Program To Contribute To Better Family Living.

I am not looking for miracles to happen overnight, neither am I expecting that all goals set up in the County planning meetings will be carried out, but I do expect through cooperation and the stick-to-it-ness, that at the end of 1954 we will be able to point with pride actual evidences of better living among the people of Chesterfield County.

Usually during times when wages are relatively high, we find people are likely to be very careless with their spending. For that reason we are beginning our program year in the Adult clubs with" Budgeting the Family Dollar", and in doing so we want to create more dollar conscious folks in the county.

III. The Program As Planned For 1954- (Adult)

1. Money Management

Objectives:

a. To teach a plan for making the family dollar go farther.
b. To create a saner, happier attitude toward life, through money management.
c. To teach women how to select a bargain.

Procedures:

a. Discussion on budgeting in a round table manner.
b. Have each lady to make a budget for one month , based on family income.
c. Use illustrative material(Have a model family and let each lady do an imaginative "Take Care" on paper for a month. Discuss each.
d. Ask that each lady would keep an accurate record of her income and expenses for one month.

2. Wiring Lamps And Bottles

Objectives:

a. To teach women how to make their own electric lamps in an economical way from bottles, kerosene lamps, jugs, and other objects.
b. To encourage more proper lighting in the homes.

Procedures:

a. Give demonstration to groups using the varied objects.
b. Have each lady make a lamp.

3. Window Treatment

Objectives:

a. To teach women how to select suitable material for different types of curtains and draperies.
b. To encourage economy in the home by making more things at home.

Procedures:

a. Set up a display book on types of window treatments, and materials suitable for same, show these at meetings, and have discussions on same.
b. Give demonstration on the making of curtains and draperies.

4. Hat Making and Decoration

Objectives

a. To encourage women to make over old hats for economy sake.
b. To develop skill in creative ability.

Procedures:

a. Have specialist give demonstration to leaders
b. Have a hat workshop for special interest groups. Ask each lady to bring a hat to work on.

5. Making a House Dress:

Objectives:

a. To teach proper methods of sewing at home
b. To create a sense of pride in home made articles.
c. To teach what to look for in buying and making a good house dress.

Procedures:

a. Secure a good pattern with all of the good points that go to make a good house dress, discuss at first meeting.
b. Secure samples of materials suitable for house dresses and make an exhibit.
c. Hold sewing workshops, and a fashion show when garments are completed.

6. Club Choice

Objectives:

a. To give club members a chance to make their own selections on what is to be done during the month of August.
b. To give members a chance to work on any previous topic again.
c. To provide a vacation from club work if desired.

Procedures:

a. Hold special interest meetings for those who care to attend.

** 7. Farm and Home Water Supply

Objectives:

a. To establish more running water systems in the homes.
b. To make an improvement over the present water systems.
c. To provide sanitary water systems.

Procedures:

a. Have result demonstrators, and visit each with groups.
b. General discussion, how to care for the systems properly.

8. Using The Master Mix

Objectives:

a. To save time and money in food preparation.
b. To discourage the buying of ready made mixes.

Procedures:

a. Hold discussions and demonstrations with members on the master mix.
b. Have leader training meetings.
c. Have leaders give demonstrations.

9. Home -made Candies For Christmas

Objectives:

a. To save money in christmas preparations.
b. To develop a skill in making good home made candy.

Procedures:

a. Give out recipes and hold a demonstration at each meeting on making some type of candy.

B. 4-H Club Work

1. Make or Remake

Six clubs in the county choose this project with 49 members enrolled. Most of these girls are older club girls, who have carried the same project before. High school girls are especially interested in this project, because they can make over many useful garments that otherwise would be discarded.

Objectives:

a. To teach girls how to use the paper pattern in making clothes.
b. To teach girls how to construct garments.
c. To teach girls what to look for in the buying of ready made garments.

Procedures:

a. Demonstrations will be given by the leaders and the Agent, on how to use the pattern.
b. Demonstrations will be given by Agent and leaders on different phases of construction of garments.

2."Sew You'd Like To Sew"

Younger 4-H club girls are enrolled in this project, because they are able to get all of the basic steps of sewing which are so necessary for the beginner.

Objectives:

a. To teach small girls the basic steps in sewing.
b. To teach the girls how to construct simple articles of clothing.

Procedures:

a. work alongside members and teach various stitches of hand sewing.
b. Use paper guide sheets for stitching with the machine, and let each girl practise making stitches.
c. Assist girls in the making of at least four articles of sewing.

3.Bread

Objectives:

a. To teach girls how to measure ingredients correctly in the preparation of food.
b. To teach girls how to follow a good receipe, in making biscuits and other kinds of breads.

Procedures:

a. Give demonstrations in making batter breads and biscuits.
b. Let each girl give a demonstration(on a team).

4. Home Improvement

Objectives:

a. To teach girls how to use some system in caring for the home.
b. To teach girls how to make useful attractive articles, for their homes.
c. To teach girls how to arrange furniture orderly.
d. To teach girls how to renovate old chairs, and also how to make an electric lamp from different objects.

Procedures:

a. Give each girl a chart for caring for her room.
b. Give demonstrations on making articles for the home.
c. Meet in some home and discuss furniture arrangement.
d. Give demonstration on renovating furniture.

IV. Other Activities (Adult)

1. Farmers Conference: Each year soon after Easter this conference is held at Va State College. It is a day that the county people journey to the college to hear important messages delivered by some representative of the State or Federal Government, and to witness an actual story of progress by some county farmer and his wife.

Objectives:
a. To encourage the Va farmer to make use of his land, and as the late T. C. Walker use to say "To Own It".
b. To encourage farm men and women to develop some worth while enterprise.

Procedures:
a. Discuss conference in meetings prior to time it is held.
b. Appoint committees for publicity of conference.
c. Appoint committees for transportating of delegates to the conference.

2. Community Projects: Each organized Home Demonstration club will choose in the February meeting some project to be carried out in the sSpring.

Objectives:
a. To improve the beauty of some selected spot.
b. To display a spirit of cooperation, and to establish some concrete evidences.

Procedures:
a. Committees will bring to the clubs ideas for group projects, and members will vote on what to do.

3. Home Demonstration Committee: Goals= Housing and Reaching more people.

Objectives:
a. To get more people interested in Extension work.
b. To improve the general appearance of homes in Chesterfield county.

Procedures:
a. Invite non club members to attend meetings.
b. Hold demonstrations on various phases of housing during the year. Continue the home painting contest.

4. Home Demonstration Week Celebration: During the first week in May to observe National Home Demonstration Week, members of the clubs will visit Colonial Williamsburg on a tour to see some of the works of our colonial forefathers.

Objectives:

a. To observe National Home Demonstration Week as celebrated throughout the nation.
b. To foster stronger ties among the club ladies.
c. To give a day of recreation and relaxation for the homemaker.

Procedure:

a. Club recreation committees will make all of the necessary arrangements.

5. Community Tours: During the month of July and the first two weeks in August, tours are usually held to visit result demonstrations. Both the Home demonstration, and the Farmers clubs join together to have these affairs, with several communities cooperating.

Objectives:

a. To encourage better family living in the communities.
b. To create a sense of pride in ownership, and ability to follow instructions.
c. To develop better cooperation among communities.

Procedures:

a. Committees will select the demonstrators to visit on the tour.
b. Committee plan where the tour will begin and where it will end.
c. Agents invite some professional person to accompany members on the tour, and make constructive criticisms concerning projects.
d. Pictures will be made of each demonstration visited.

6. County Fair:

Objectives:

a. To allow the residents of Chesterfield County to exhibit articles grown, raised, or made by them on their farms or, in their homes.
b. To encourage better crop production, better hand work, and better cooked products.

Procedures:

a. Discuss exhibits(educational)
b. Discuss selection of products for the Fair
c. Appoint committees for each department at the Annual Fair Association meeting.
d. Appoint persons to solicit membership for the association.

7. Special Interest Groups:

(a) Stenciling fabric (b) Hooked rugs (c) Basket making

Objectives:

a. To bring about a means for persons desiring different topics to satisfy themselves in working on same.
b. To create an appreciation for art work, and to help develop useful hobbies.

Procedures:

a. Train project leaders for each topic.
b. Hold demonstrations and workshops for each topic.

8. Achievement Program: To climax the year's work a joint achievement program for the adult clubs will be held just before the Christmas holiday season begins. Clubs report on all work done during the year.

Objectives:

a. To bring together all adult clubs, and summarize the years work.
b. To help get acquainted with each other.
c. To bring to the county people some success story of a county farmer.
d. To better acquaint the county with the Extension Program.

Procedures:

a. Committees will decide on date for the program at the regular county advisory Board meeting. The place and type of program to be held will also be discussed.
b. Christmas gifts and savings will be given out to club members.

9. Community Improvement Organizations:

(1)Minnis Recreation Club.

Objective:

a. To establish a recreation center for the community.

Procedure:

a. An organized club will meet once a month, sponsor money raising projects during the year to raise money, and pay a regular fixed dues.

IV. Activities Planned To Aid In Carrying Out The 1954 Program. (4-H)

1. 4-H Bazaar:

Objectives:

a. To celebrate national 4-H week.
b. To raise money for club treasurers, to be used in helping to carry on the program.
c. To give club members an opportunity to display and sell articles made by them.
d. To enable all clubs to meet in a joint county affair, and share fun together.

Procedure:

a. Each club will select committees for each booth planned.
b. Each club will exhibit articles for sale, and have charge of a Food and Game booth.

2. Rural Life Sunday:

Objectives:

a. To set aside a special sunday to thank God and worship together in a group as 4-H members, leaders and agents.
b. To teach the importance of christian living in a group, of rural youth.

Procedures:

a. Club members and leaders will be encouraged to attend church, and take some specific part on the program for the day so planned for in advance.
b. Club members will show in some tangible way their appreciation for home, church, and community life.
c. The minister will be given a list of suggested sermon topics prior to the service to plan for the program.
d. Members will all dress as near alike as possible, and sit in a group.

3. County Fair:

4-H members take part like adults in exhibiting samples from their projects, and each club working out an educational exhibit.

4. Achievement Day Exercises

Objectives:

a. To bring leaders and club members together in the Fall for the purpose of summarizing the year's work.

b. To award members with prizes won from County Fair, and to give special awards for outstanding work done.
c. To develop a oneness among organized groups.

Procedure:

a. Hold a countywide meeting soon after the county Fair and make awards.
b. Let members and leaders take full charge of the program, and have several demonstrations.
c. Have recreation leaders, in charge of some recreation, give refreshments to entire audience.

5. Club Contest:

I plan to hold several contest with the girls enrolled in the bread making project.

Objective:

a. To make members work harder to produce a good product.

Procedure:

a. Divide girls into teams and let each make a product and judge same.

V. Scope Of Work

A. Organization	No in 1950	No.in 1951	No. in 1952	No. in 1953	No in 1954
Number of home demonstration clubs	11	10	9	9	11
Membership	125	135	118	124	140
Number of 4-H clubs	14	14	11	10	11
Membership	246	236	212	200	216
Number of young men & womens clubs	1	0	0	0	1
Membership	21	0	0	0	30
Community Improvement Clubs	8	8	7	7	7
Membership	217	217	210	210	220
Other Organizations	0	1	1	1	1

B. Number Of Families Reached Through:

Home demonstration clubs	316	122	190	156	200
4-H Clubs	100	196	173	165	200
Young Adult Clubs	21	0	0	0	0
Special interest groups	0	86	74	89	100
Result demonstrations	0	41	59	73	73
Home Visits	105	155	265	325	325
Other(newspaper, radio, county meetings	500	500	500	500	625
Estimated number of different families reached through above means	500	575	575	600	800

VI. Plan for using the following organizations to strengthen the Extension program in 1954:

A. County Home Demonstration Committee.

Members will act as chairmen in organizing other groups to work on county goals.
Committee will attend the District meeting, and will represent with the required report, and annual dues from the county.

B. County Advisory Board:

This organization will meet once or twice during the year, and will formulate plans for the year's work, in both the Adult and 4-H clubs. This organization will continue to sponsor summer tours to visit projects selected earlier by them, and will also continue the home painting contest between Chesterfield and Dinwiddie counties.

When the first meeting is held two delegates will be appointed to attend the State Advisory Board meeting which will be held in 1954 in Sussex County.

C. County 4-H Council:

This organization usually meets at least once a year to make specific plans for the 4-H program.

The council will sponsor some county affair during the year.

D. County 4-H Project Planning Committee:

This committee will meet in the Fall to plan the selection of projects for 4-H members.

E. Community Clubs:

These are the clubs being composed of the men and women of the county, and they will work primarily toward community improvement, and will engage in tours during the summer to visit result demonstrations. Both the Farm and Home Agent will work with these organized groups.

VII. Plans for Leadership:

A. Home Demonstration	No.in 1950	No.in 1951	No.in 1952	No.in 1953	Goal No.in 1954
Number project leaders	11	15	14	48	46
Number federation goal chairmen	2	4	4	8	4
Number of program development leaders	17	18	16	20	20
Number of result demonstrators	32	12	9	10	10
Number of meetings at which leaders were trained by specialist	0	0	1	1	2
Number of meetings at which leaders were trained by district agent	0	0	0	0	0
Number of meetings at which leaders were trained by agent	11	12	21	32	48
Attendance at all training meetings	61	29	76	127	200
Number of club meetings held by leaders without agent present	20	13	24	10	
Total number of demonstrations given by leaders leaders	12	19	14	10	20
Total number of talks or discussions by leaders	7	10	14	15	18

Plan for training and using all types of leaders in carrying out 1954 program.

B. 4-H Clubs	No.in 1950	No.in 1951	No.in 1952	No.in 1953	No.in 1954
Number of 4-H club officers	96	96	77	77	84
Number adult project leaders	36	39	33	33	40
Number junior project leaders	2	2	2	4	7

	No.in 1930	No.in 1931	No.in 1932	No.in 1933	Goal 1934
Number of result demonstrators	0	0	0	0	10
Number of meetings at which leaders were trained by specialist	0	0	0	0	1
Number of meetings at which leaders were trained by district agent	0	0	0	0	0
Number of meetings at which leaders were trained by agent	6	43	29	16	18
Number of meetings at which leaders were trained by personnel in 4-H dept	0	0	0	0	0
Attendance at leader training meetings	43	100	115	77	120
Number of 4-H leaders trained individually	10	19	17	12	12
Number of club meetings held by leaders without agent present	10	6	18	13	13
Number of demonstrations given by adult leaders	13	6	20	13	25
Number of demonstrations given by junior leaders	10	0	2	7	7

Plan for training and using all types of 4-H leaders in carrying out the 1934 program.

a. Have training meetings each month prior to each topic or subject to be discussed.
b. Hold joint training meetings and work with several leaders at a time.
c. Go through demonstrations with leaders.
d. Set up specific requirements (same for all clubs)
e. Have leaders give most of the demonstrations to their clubs.

VIII. Most difficult problems in carrying out the Extension Program in the county.

a. Too many of the clubs have to meet at night, as the residents work in the day time.

b. Residents are so spattered in some areas, and claim not to have transportation to get to meetings.

c. No materials available for carrying out demonstrations, oftimes in order for the work to go over smooth I have to purchase supplies and equipment.

Plans for meeting each problem.:

a. Try to encourage meeting in the daytime whenever possible.
b. Volunteer to pick up as many persons as I can enroute to meetings.
c. Continue to purchase supplies unless some other arrangements are made.

IX. Plans for work with other Agencies.

Redcross- Encourage women to work with the organizations, and enroll in the classes.

Ground Observer Corp - Encourage more people to enroll

P. T. A. - Attend local P.T.A. meetings and College Alumni Chapter.

X. Plan for developing good public relations in the county with:

1. Elected Representatives.

a. Encourage county residents to cooperate with all county officials.

2. General Public

a. Be friendly and willing to assist whenever pratical and possible.
b. Engage in community affairs visit county churches.
c. Encourage wholesome recreation.
d. Live a clean slated life.

3. Co-Workers-

a. Cooperate in all movements associatdd with the extension program as far as possible.
b. Be willing to share responsibilities.
c. Refrain from finding fault, but share own experiences if there are any similar ones.

4. Commercial Interest-
a. Patronize county businesses as far as possible, and expedient.

5. Other Professional Workers-

a. Cooperate whenever I can.

XI. Plan for recording progress and evaluating programs as planned for 1954.

I plan to make a large graph of clubs and project work in the county, with both 4-H and Adult clubs.

At the end of the year each lady in the Home demonstration clubs will evaluate the program as planned for the year too.

XII. Plans for professional improvement.

1. Extensive reading of books and publications

2. Joining educational organizations
3. Attending workshops
4. Participating in programs planned by others
5. Taking educational trips whenever I can.

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