

1960 Plan of Work

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Albemarle
County

I. COUNTY SITUATION

Albemarle County covers 735 square miles including some small villages and many residential areas. Some of the residential developments are located on the outskirts of the City of Charlottesville, others in the more rural areas.

This county is in the northern Piedmont section of Virginia. It is a county of rolling hills adjoining the Blue Ridge Mountain range. The historical background of Albemarle County and the City of Charlottesville makes this area an attraction for tourists. Charlottesville is the home of the University of Virginia. "Monticello" and "Ash Lawn" are located nearby.

Albemarle County has an "executive" form of government. The County Executive offices are located in Charlottesville as are the other county offices.

This historical county and it's lovely countryside attracts many well-to-do land owners and retired persons.

The population of the county is 26,662 composed of 11,409 farm and 14,953 non-farm persons. The City of Charlottesville includes a population of 26,000 persons.

The farms include many large farms and estates as well as the small farm. Farm sources of income are predominately livestock, dairy and fruit crops. Many residents of the county work in business and industries located in Charlottesville. There are several industries located in the county which provide employment for Albemarle residents as well as those of adjoining counties. Each year more women are employed outside of the home.

There is one large consolidated high school, one small high school, and tenelementary schools. Five communities have community centers. In many areas church and home demonstration activities are the major sources of drawing people together. Telephone service is available in all areas. There are two county areas that are reached by long distance calls from Charlottesville. There is also power service in all areas through VEPCO and Rural Electrification.

The University Hospital is located in Charlottesville and is outstanding in its service. There is one other hospital, the Martha Jefferson, also located in Charlottesville. These hospitals serve many parts of the state and out-of-state. There are four communities in the county that have local general practitioners; the majority of doctors have offices in Charlottesville. The University of Virginia provides employment for many residents of city and county. It provides cultural opportunities for the local folk and much leadership and assistance not available in a non-university city.

The United States Department of Health, Education and Welfare has part of the department located in Charlottesville.

The Chamber of Commerce is the "Chamber of Commerce of Charlottesville and Albemarle County".

The city of Charlottesville operates a recreation center which is available for use by county residents. Charlottesville public parks furnish recreational opportunities, as well as privately owned swimming areas in the city and county.

The close proximity of the Shenandoah National Park, and it's facilities is an attraction to local folk.

Albemarle County is composed of a heterogeneous social and economic population. The county as a whole is a wealthy one.

II. COUNTY EXTENSION PROGRAM- ADULT

A. Organization

Extension personnel changes and the county situation have made the development of phases of the Virginia Plan slow.

1. County Agricultural Extension Service Board

A County Agricultural Extension Service Board did not materialize in 1959. A County Agricultural Extension Service Board would not develop in 1960.

2. Home Economics Council

A Home Economics Council has not developed. The development and strengthening of present Home Economics areas will be necessary before the logical evolvement of a Home Economics Council could take place.

Progress has been made in the development of a general Home Economics Committee, general interest committee and home economics committees.

3. General Home Economics Committee

In late 1959 contacts were made with key women and some professional workers to form a General Home Economics Committee. This committee reviewed the county situation and facts and determined the logical phases of home economics that should be developed by committees in the 1960 program and made suggestions of those for future plans. Food and nutrition, landscaping and handicrafts were the home economics phases to be developed first. Two homemakers, a representative of the County Welfare Department, a representative of the County Health Department and the two Extension Agents worked together on this general home economics development.

Contacts will be made with this committee to secure advice on key persons to contact as committee members of home economics committees and general interest committees.

One meeting of the General Home Economics Committee may be held in 1960 if the need arises.

4. General Interest Committee

Landscaping may develop as a general interest committee rather than a home economics committee.

5. Home Economics Committees

As a result of the general home economics committee meeting in 1959 (refer II.A.3) the following home economics committees should develop in 1960: landscaping and food and nutrition. There is also the possibility that a craft or Rural Arts Committee could develop with the continuation of Craft Camp as held in 1959.

6. County Home Demonstration Club Committee

The County Home Demonstration Club Committee plans and implements the program and activities of primary concern of the organized Home Demonstration Clubs. This committee is composed of the presidents of the 17 organized Home Demonstration Clubs, and the County Home Demonstration Executive Committee. The latter is composed of the County Home Demonstration Committee Chairman, 1st. Vice-Chairman, 2nd. Vice-Chairman, Secretary, Treasurer, Federation Program of Work Chairman and Publicity Chairman. The individual club Federation Program of Work Chairmen and Program Development leaders work closely with the County Home Demonstration Club Committee. The County Home Demonstration Club Committee is affiliated with The Virginia Federation of Home Demonstration Clubs. The county organization works closely with the District and State organizations.

The County Home Demonstration Club Committee will hold at least two meetings during the year. One will be held in March to evaluate progress to date, discuss the Federation Program of Work special events, and prepare for the District Federation Meeting. The other will be held in June as the annual County Home Demonstration Club program calendar, county objectives and county Federation Program of Work will be developed.

Two executive committee meetings of the County Home Demonstration Club Committee will be held. As there is a new slate of officers, it would seem advisable to hold one executive committee meeting the first part of January at which time 1960 plans and special committees would be discussed. The second Executive Committee meeting will be held in May prior to the June County Home Demonstration Club Program Planning meeting.

Special committees of the County Home Demonstration Club Committee would be: Federation Program of Work, Program Development Leaders, Budget, Yearbook and others as necessary.

A monthly Presidents' Reminder will be sent all club presidents and County Home Demonstration Club Committee officers. This letter will include items of business, dates of special meetings and events, and reminders from the Home Demonstration Club Committee officers as well as agents.

The major purpose of the County Home Demonstration Club Committee is to have the members assume more leadership responsibility and development of the program and activities of the organized Home Demonstration Clubs.

ADULT WORK

II. B. SUBJECT MATTER AND SPECIAL EMPHASIS AREA

1. Subject Matter Area	Clothing	No. of clubs, groups or committee involved	Goals
<u>Problems</u>	<u>Topics to be included</u>		
There has been little clothing included in programs of recent years. The H. D. Clubs felt a need for new information to keep abreast of changing times.	Wash and wear (monthly demonstration) Pattern Selection and Alteration (Monthly demonstration) Special Clothing Construction. (Special interest) Care of New Fabrics. ^A Home Management topic but related.	19 clubs 19 clubs 5 groups 19 clubs	To increase knowledge of wash and wear fabrics and finishes and their care. To make wiser selections in family clothing purchases. To increase efficiency in clothing construction and alteration. To save money in clothing purchases, care and construction. To teach simple clothing construction to some who have never sewn through making a simple garment.
<u>What People Are to Learn</u>	<u>Plans for Carrying Out Program</u>		<u>Notes</u>
New fabrics and finishes. Qualities of fabrics. Care of fabrics. Handling of fabrics. Points to consider in selection of a pattern. Making pattern alterations. Making adjustments in ready-made garments. Simple clothing construction methods. Operation of sewing machine. Evaluate their own problems.	Each Home Demonstration Club have at least two clothing leaders. Have one clothing leader training meeting in Nov. 1959 conducted by specialist in preparation for monthly topics "Wash and Wear" and "Pattern Selection and Alteration". Program Development Leaders will find out members interested in participation in special interest. "Simple Clothing Construction Groups" to be held February and March. These groups will be conducted by agents and/or leaders. Publicity will be given clothing program through weekly radio program and newspaper. Home Demonstration members and agents will try to interest non-H.D. members in program. A tour of "The Institute of Textile Technology" may be arranged for those interested. If an Achievement Day materializes a fashion show or exhibits of clothing could be a means of evaluation. The 1960 Home Demonstration Year Books has an accomplishment sheet which includes evaluation information.		

2. Home Management

Problems	Topics	No. Clubs, etc.	Goals
Families and individuals are often in need of handling business affairs without sufficient knowledge.	Care of New Fabrics (Monthly dem. Refer II. B. 1)	19	To increase knowledge of various types of business facts important to the family or individual.
	Business Facts. (Monthly dem.) Wills and Deeds (Monthly dem.) Series of meetings - Wills and Deeds, Insurance, Banking, Investments (Special interest)	19	To give guidance in methods of securing assistance needed. To stimulate the thinking and interest of people in securing more adequate information.
		4	To have people do something about their family business affairs.
What People Are to Learn	Plans		Notes
Types of business facts a family or individual should know. Where to secure adequate information.	<p>Each club have two home mgt. leaders. Have 2 leader training meetings; 1 in April on "Business Facts" the other in July on "Wills and Deeds". Program Dev. leaders find out persons interested in the series of special interest meetings to be held in October on "Wills and Deeds", "Insurance", "Banking" and "Investments". Ask civic clubs to co-sponsor special interest meetings. Agents will contact qualified business persons and faculty members of the University of Virginia who may assist with the series of meetings. Give publicity to events through radio and press. Invite representatives of radio and press to special interest meetings. An accomplishment sheet in the 1960 Yearbook will assist with evaluation. Participation and response to the special interest meetings will be a means of evaluation.</p>		

3. Subject Matter Area

Food and Nutrition

Problems	Topics	No. of clubs, groups or Committees involved	Goals
The preparation of food is always an included subject matter area.	Outdoor Cookery (monthly topic)	19	To secure new information on foods and nutrition.
The H. D. Clubs are interested in new ideas.	Planned-overs (monthly topic)	19	To develop new skills and techniques in food preparation.
As a result of a General Home Ec. Com. meeting, the need for food and nutrition education was apparent. The need for formation of a Home Ec. Com. on Food and Nutrition was discussed.	Food and Nutrition (Committee)	1 committee	To reach more low income families with food and nutrition information. To improve the application of nutritional practices by families and individuals.

What People are to Learn	Plans for Carrying Out Program & Measuring Results	Notes
New outdoor cookery food preparation methods.	Each club have two food leaders.	
Plan their left-overs	Have 2 food leader training meetings, one in March conducted by the agents, and one in June conducted by a specialist.	
Apply good nutrition to their own family food preparation and consumption.	In early spring have the first meeting of a Home Ec. Food and Nutrition Com. to determine short term and long term goals and program.	
	Agents make some contacts with low income families through 4-H home visits.	
	Publicize food and nutrition program through newspapers and radio.	
	An accomplishment sheet included in the 1960 Yearbook will be one means of evaluation.	
	Measuring results in this subject matter area will be difficult.	

4. Subject Matter Area

Landscaping

Problem	Topics	No. clubs, groups or committees involved	Goals
Many requests for assistance on landscaping problems are made to agents. The Home Demonstration Clubs selected the Federation goal "Home and Community Beautification" for 1960.	There are no special topics to date. County Federation Program of work. (Refer II. C. 4) Planning home grounds (home visits) Shrub identification (tour)	19 19	To develop attractive, safe and livable home and community grounds. To give assistance in landscaping to other organizations and public areas. To increase knowledge of shrub identification.
What People Are to Learn	Plans for Carrying Out Program and Measuring Results		Notes on Results, Adjustments, and Accomplishments
What makes attractive, safe and livable home grounds. Apply knowledge to improvement and beautification of the community. Identification of shrubs, Care for shrubs. Working together for community beautification.	Federation Program of Work (Refer II C. 4) In the winter have the first meeting of a Home Ec. or General Interest Committee on Landscaping. At this time develop short term plans and long term plans and program for meeting landscaping needs of county and city. In January and March the specialist and agents make home visits to families requesting assistance. Give assistance through office calls, telephone calls, conferences and home visits. Give timely information through radio and newspaper. Send Landscaping Notes (developed by specialist) to special mailing list.		

II.

C. Other Activities

1. Home Demonstration Club Community Projects

The community projects of Home Demonstration Clubs in the past have been many and varied. We expect clubs to continue community projects on a local basis and a county basis. Agents will continue to encourage each club's participating in community projects, county and civic drives, assistance to the Cancer Society, etc.

2. Home Demonstration Club Assistance to 4-H

Continue to create awareness and interest among Home Demonstration Clubs in giving assistance to the 4-H and Youth Programs.

Encourage clubs to: furnish 4-H leaders; give financial assistance for demonstration supplies; assist with local county 4-H recreational activities; assist in provision of scholarships to special 4-H events such as county camp; encourage citizens interest in assisting with improvements at Camp Albemarle, either financially or through labor; encourage financial assistance for a young man of the county to participate as a delegate in the International Farm Youth Exchange Program.

Encourage Home Demonstration Club members attendance at some 4-H events.

3. County Home Demonstration Objectives

The objectives set up by the County Home Demonstration Club Committee were:

1. Each Home Demonstration Club member try to help one additional family who can't attend meetings.
2. All members have annual health check-up.
3. Sponsor a 4-H Club, or
Each leader send or help to send a boy or girl to 4-H Camp.
4. Make a special effort to attend every meeting.
Begin each meeting on time
5. Each club member get at least one new member.
6. Every club hold twelve meetings a year.

Each club will make plans for attaining objectives.

Agents will visit each club president or executive committee in January and discuss the 1960 program and club plans.

County Home Demonstration Club objectives are included in the 1960 Home Demonstration Club Yearbook. The material in the yearbook should be used as a constant reminder and challenge of club objectives.

4. Home Demonstration Federation Program of Work

The Federation Program of Work was developed by the County Home Demonstration Club Committee as follows:

Major-Home and Community Beautification
Minor - Health (Long time program)

Home and Community Beautification

Aim: To see ourselves as others see us, to make Virginia homes and communities more attractive and useful.

Stress mail box improvement.

Erect farm name signs.

Stress good planning

Try to get everyone to join together in a community beautification program.

Plan a community outdoor Christmas decoration project.

Have a clean-up campaign for community and home.

Have every member plant a dogwood tree.

Establish friendships among members of the clubs in your county.

Health- Stress- Physical Check up
Assist Red Cross, etc.

Safety-the hazards of plastic bags, etc.

Each club will have a Federation Program of Work Chairman. The County Home Demonstration Club Committee has a County Federation Program of Work Chairman and a Co-chairman.

One county meeting of club Federation Program of Work Chairmen will be held in January to determine methods of carrying through goals and various phases of Federation Program of Work activities.

Then County Federation Program of Work Chairman and Co-chairman will divide the responsibility of the work.

5. National Home Demonstration Week

Encourage the County Home Demonstration Club Committee to have a National Home Demonstration Week Committee. This committee would encourage club observance of National Home Demonstration Week. It would also develop plans for publicizing National Home Demonstration Week on a county basis - by radio, newspapers and/or exhibit. Have this committee function far enough in advance that their activities would not conflict with Garden Week nor the annual Dogwood Festival.

6. Achievement Programs

At the January County Home Demonstration Club Executive Committee meeting encourage an annual Home Demonstration Achievement Day Observance. Results of this meeting would determine preliminary plans.

7. Fairs

There are no fairs which are worked with by the Home Demonstrations Clubs or Extension personnel.

8. Special Tours

No tours are planned at the writing of this plan of work.

9. Judging by Leaders

Have Home Demonstration Club members, who have received judging training, to assist with judging of 4-H special events, such as: County Girls' Contest, Achievement Day Exhibits, etc.

Have leaders assist with judging in nearby counties if requested.

D. Urban Families

There are two organized home demonstration clubs within the City of Charlottesville. These clubs operate as do the other home demonstration clubs of the county.

The Nine Mile Circle Home Demonstration Club is composed of members in the close vicinity of Charlottesville.

In late 1959, a group of young homemakers in the Buckingham Circle residential area of the county held their first meeting to consider the organization of a home demonstration club. The agents will work closely with this group and an organized home demonstration club should develop in 1960.

Contacts have been made by a Scottsville Home Demonstration Club member with young homemakers of Scottsville to secure interest in a young homemakers group. A mailing list is being developed and Christmas information has been sent to these young women. Further contacts will be made by the agents in January and a meeting of the group held.

Assistance and information will be given urban families through radio, news, telephone and office calls and home visits.

A monthly news letter to non-home demonstration club members is under consideration. This letter will be sent to a select group to determine its effectiveness.

Follow-up a request for a home demonstration group in Copeley Hill, a University of Virginia student housing project.

E. Farm and Home Development.

There is no farm and home development work in Albemarle County to-date.

Individual families have been worked with on special subject matter information, but not on the farm and home development approach.

There are no plans for developing this phase of the program for 1960.

III. COUNTY EXTENSION PROGRAM - YOUTH

A. Organization

1. County 4-H Council

Composition: The County 4-H Council is composed of the officers of all 4-H Clubs in the county (22) and the Honor Club.

Organization: The officers of the 4-H County Council function as do officers of other organizations. The officers include: President, Vice-President, Secretary, Treasurer, Song Leader, Reporter and Chaplain.

Two adult leaders serve as advisors. The Extension Agents serve in an advisory capacity.

Plans: County Council have organizational meeting in or before December. Officers elected at the organizational meeting and goals determined for 1960.

Goals include:

1. To have more singing at club meetings and county events.
2. To learn the National 4-H Club boy's and girl's songs (Plowing and Dreaming).
3. To have a more active 4-H County Council
4. To improve project and member record completion by 5% over 1959.
5. To sponsor National 4-H Club events such as National 4-H Club Week, Rural Life Sunday and Achievement Day
6. To publicize 4-H club work by participating in the annual Dogwood Festival.
7. To improve attendance and club representation at County 4-H events and activities.
8. To have a County 4-H Public Speaking Contest in March
9. To send at least one delegate to the State 4-H Club Short Course from the County Council
10. To have a 1960 Club Year Book

Agents assist Council members in carrying through goals. Until County Council gets well organized all agents attend meetings to become acquainted with Council members, operations, etc.

Leaders and agents keep in background but give guidance as needed. Leaders and agents give assistance to officers and committees. Encourage older council members to give younger members opportunities to participate in activities and events of County Council.

In December ~~or~~ January have County Council Executive Committee meeting to complete yearbook plans, committee appointments and program for year.

Encourage County Council to participate in community and county activities.

Encourage junior leaders to assist with County Council special events.

Encourage revision of County Council By-Laws.

2. All Stars

Composition: The County All Star Organization is composed of all All Stars in the county.

Organization: The county organization is affiliated directly with the State organization. The officers are the same as the State organization: Chief, Lesser-Chief, Scribe, Medicine Man.

3. Honor Club

Composition: The Honor Club is composed of boys and girls 14 years of age and over who have had three years of club work, meet qualifications and are actively serving in the 4-H program.

Organization: The officers of this organization include: President, Vice-President, Secretary, Treasurer, Song Leader, Reporter and Chaplain with duties accordingly. Extension Agents serve in an advisory capacity.
Honor Club officers are members of County 4-H Council.

Plans: Have organizational meeting of Honor Club in December prior to organizational meeting of County 4-H Council: initiate new club members, develop goals and elect officers.

Honor Club goals selected for 1960:

1. To participate in Dogwood Festival.
2. To have some money raising activity.
3. To have a week-end camp
4. To have a more active Honor Club
5. To increase attendance at Honor Club meetings.

Agents give guidance to Honor Club officers and committees.

Agents assist Honor Club in carrying through goals.

Honor Club have at least 4 Meetings.

The second meeting to be held in January or February.

The purpose of this meeting is for each Honor Club member to indicate selection of individual goals for 1960.

Agents encourage a more active Honor Club.

The 1959 new members should stimulate activity.

Encourage more recreational activities as an interest stimulant for this age group.

Give assistance in planning and carrying out a Junior Leadership Camp in June.

Consider the advisability of having an adult sponsor.

Consider the advisability of revising by-laws.

4. Project Planning Committee

Composition: A project planning committee will be composed of at least one girl representative of each 4-H club. This representative selected by club members by the May meeting. The 4-H leaders will have a leader's committee to give guidance to this group.

Agents will work with this committee.

Organization: There will be no definite organization of the committee such as officers. Agents will conduct the meeting as leaders are not experienced in this procedure. Leaders give assistance in leading project discussion.

Plans: Agents and leaders discuss Home Economics projects with each 4-H Club by May 1960.

Have girls select a first, second and third choice of a club project. Tally this on a club basis.

Club representatives to be appointed to come to the County 4-H Girl's Project Planning Committee meeting to be held in June immediately after school is out.

Discuss requests and group determine a county club project or projects. Consider advisability of continuing a choice of two county projects. Girls consider project requirements and develop a workable project calendar for each project for the 1961 project year.

5. 4-H Leader's Association

There is no organization at the present. Some progress was made toward this in 1958 and 1959 with women leaders. These leaders were encouraged to form an organization but were unable to feel that they could give the time. Continue to create an awareness of the need and encourage the formation of such a group during 1960 with women leaders.

Composition: The 4-H Leader's Association would be composed of all active 4-H women leaders in the county, of both in-school and community clubs.

The agents would serve in an advisory capacity.

Organization: Officers shall be: President, Vice-President, Secretary and Treasurer.

Committees would be appointed to assist with conducting of 4-H activities and consideration of problems.

Such committees may be:

Sponsors for 4-H County Council.

Sponsors for 4-H Honor Club

Finance Committee, Camp Committee, Achievement Day Committee and Awards Committee, Special Subject Matter Committee, etc., as need arises.

If this association develops into an active organization it should stimulate the awareness of and the need of a County Youth Council.

Encourage attendance of leaders at the State-wide Leaders Conference and the Conference held at the time of State 4-H Short Course.

B. 4-H Project Work

Project:	Topics to be Included:	No. of Clubs, Groups Involved	Goals
So You'd Like to Sew	Explain project Sewing box and equipment Wrist pin cushion Needle Case Handkerchief or towel Gathered skirt or stuffed toy.	16	To develop basic sewing skills, and self-confidence. To help members make simple articles without depending on a pattern. To help members learn to judge sewing products and see where improvement is needed.

What the Members are to Learn	Plans for Carrying out Project	Notes on Results, Adjustments, Accomplishments
Younger Members: How to select and use sewing equipment. How to make simple articles through making at least four articles. How to cut accurately. How to straighten fabric. How to do hand finishes: (1) Simple embroidery (2) Basic hemming stitch (3) Straight hand stitching Older: How to use a sewing machine How to gather How to apply a band	Leader training conducted by Miss McClaskey in November. Several H. D. members and mothers volunteered to assist but do not wish to become regular leaders. Will be notified of meetings each month and trained as necessary. Organize older girls interested in making gathered skirts into sewing groups which will meet outside of school. Mothers assistance to be enlisted where possible. Home visits to be made as necessary. Demonstrations on the topics to be given at regular monthly meetings by agents, leaders and junior leaders.	

Project	Topics to be Included	No. of Clubs	Goals
Looking Your Best	Requirements: Hang up clothes Rate yourself Christmas ideas Care of Your Hands Wash sweaters Quick repairs Put in that hem Care of hair Care of skin Records Re-check-rate Yourself Catch-up	5	To teach girls to care for themselves and their clothing. To develop good posture To help girls develop self-confidence.
What Members Are to Learn	Plans for Carrying Out Project	Notes on Results, Adjustments, Accomplishments	

Younger: How to hang clothes properly. How to improve their closet and storage equipment. Proper Method of washing sweaters. Techniques in repairing clothing. Techniques of putting in a hem. How to care for clothing. How to care for hands, skin, hair.	Agents to meet with community club leaders to assist in planning project work for year. Demonstrations on topics given at monthly meetings and special neighborhood meetings by agents, leaders and others. Leaders will be encouraged to give demonstrations and to secure outside speakers as needed. Girls to rate progress periodically. Leader training on project to be given by specialist Nov. 1959. Have a "Looking Your Best Revue" at the close of the project. Use this as one means of evaluation.
Older: Make-up principles Hair styling.	

Project	Topics to be Included	No. of Clubs, Groups Involved	Goals
Make or Remake	Clothing Inventory Taking measurements Selecting a Pattern Selecting Fabrics Adjusting Pattern Cutting Fitting Special Finishes: Staggering Zippers Sleeves Collars Hems	6	To help members learn styles and designs suited to individual. To create a desire to follow recommended procedures in measuring, pattern selection and buying fabrics. To develop skill in the use of the sewing machine and general sewing techniques. To develop ability in buying clothing wisely.

What Members are to Learn	Plans for Carrying Out Project	Notes on results, Adjustment, Accomplishments.
How to make clothing inventory and keep clothing record.	4-H leaders receive training through H. D. Program.	
How to measure for a pattern	Community club groups will receive instructions and training by local leaders and agents.	
How to use sound principles in selecting suitable fabrics and pattern.	In-school high school girls will form community sewing groups with agents giving assistance and instruction.	
How to make simple adjustments on pattern.	Agents to give individual assistance as needed.	
How to follow recommended procedures in cutting and fitting.		
How to employ better techniques in finishing garments.		

Project	Topics to be Included	No. of Clubs, Groups Involved	Goals
Meal Preparation	No special emphasis as was carried last year as county-project.	Older girls in various clubs wishing to continue project second year.	To continue development of food preparation skills begun last year. To develop new food preparation skills. To strengthen the desire in members to give demonstrations and judge their products. To create more interest in meal planning and proper diets for teenagers.

What Members are to Learn	Plans for carrying out Project	Notes on Results, Adjustment, Accomplishments.
How to improve their food preparation skills.	Girls who carried project last year will be encouraged to re-enroll.	
How to do a better job in giving demonstrations and judging products.	Girls will be encouraged to give demonstrations before their clubs and other groups.	
How food habits affect health and appearance.	Individual assistance to be given by agents and leaders as needed. Agents and/or leaders will assist girls in planning more advanced work according to girl's abilities and family needs.	

C. Camps

County

Purpose:

1. Camps provide a rich opportunity for the development of boys and girls, giving them more self-confidence, meeting recreational needs, training them in group living, teaching them new skills and developing leadership.

Plans:

- Have a county camp at Camp Albemarle in the summer for Albemarle 4-H Club members.
- Strive to have all 4-H Club represented, in-school and community, at County Camp.
- Have over-all camp discussion by Extension Staff in February.
- County Home Demonstration Agent and County Agricultural Agent are members of Board of Directors of Camp Albemarle Inc.
- Discuss results of thinking of agents with Board of Directors.
- Investigate the advisability of camp to be used more than one week by Albemarle 4-H members.
- Have a Camp Planning Meeting in February composed of representatives of Honor Club, County Council, All Stars, 4-H Leaders, Big Chief, and Lesser Chievs and Extension Agents.
- At this meeting discuss camp problems, tentative program, personnel recommendations, etc.
- Have a second meeting of Camp Planning Group in June to complete plans.
- Have a Camp Craft Training Meeting in January for camp craft leaders.
- Prior to county camp hold a pre-camp week-end with junior and adult counselors, personnel and Extension Agents participating.
- The purpose of this week end: To prepare camp buildings and grounds for camp week; to receive training to assist counselors and staff in understanding campers, their problems, and responsibilities of staff and counselors; to be organized and ready for the campers and camp program; to have fun together and become better acquainted.

Albemarle Senior Camp

The Honor Club will plan and carry through a senior camp for a week-end or several days. Agents and leaders will give guidance. The program would include recreation, leadership training, camp repair, etc.

The Honor Club would begin plans for this camp the first part of 1960.

Much interest was stimulated by the 1959 senior Camp week-end.

2. Out of County Camps and Conferences

Purpose:

Give older 4-H members an opportunity to see what other boys and girls throughout the state are doing, to get better acquainted, to broaden their vision, to receive encouragement and bring back

enthusiasm and information to the county.

Conservation Camp

Encourage eligible county 4-H members to participate.

State Leadership Camp

Have a group to attend.

Encourage reports of activities to club or county groups.

3. Rural Life Sunday

Purpose:

Provides opportunity for development of spiritual values among 4-H members, their families and friends.

Plans:

Encourage a county-wide observance at Camp Albemarle with the community clubs, County Council and Honor Club developing plans. Encourage clubs to develop and execute their own plans. Encourage more in-school club participation and attendance. Encourage attendance of parents and friends. Interest H. D. Club members in assisting with transportation to Camp Albemarle if a county-wide observance is held.

4. Contests

Purpose:

Through learning to speak and demonstrate before groups, boys and girls learn self-confidence and skills that will help to develop good citizenship and leadership.

Public Speaking Contest

Plans:

Have a public speaking contest in March with Junior and Senior divisions. Develop interest in the contest at 4-H club meetings in January and February. Encourage members to participate. Interest local organizations in sponsoring awards.

Share the Fun

Plans:

Have Share the Fun Contest in May. Arouse interest at club meetings in March and April. Have club elimination for clubs which have a number of entries. Encourage local organizations to sponsor awards.

5. Achievement Day

Purpose:

Set aside time to stop and review the accomplishments of the

past year and give proper recognition and awards to deserving 4-H club members and leaders. It also provides encouragement for both old and new members.

Plans:

Have an Achievement Day in October or November.

Continue to encourage County Council to take initiative with development and execution of plans.

Encourage 4-H leaders to assist with development of plans for exhibits and requirements.

Agents encourage awarding of ribbon awards more than premiums.

Encourage club members and parents to attend Achievement Day.

8. Community Activities

Purpose:

Through doing worthwhile projects in the community 4-H club members not only repay a debt to the community for ways it serves them, but also develops a wholesome spirit of giving of themselves, their talents and energies, to help build a better community.

Plans:

Encourage 4-H clubs, especially the four community 4-H clubs to pre-plan and execute at least one community project.

Encourage cooperation with worthy civic and community organizations.

National 4-H Club Week

Purpose:

Will provide a time for 4-H club members to show the public what they are doing, to arouse interest in potential members and to rally public support and confidence in 4-H club work.

Plans:

The County Council will appoint committees for working out plans and activities for this week. The agents and leaders will serve as advisors.

Agents will contact the radio stations and newspapers about publicity.

IV. SCOPE OF WORK

A.

	No. in 1959	Goal for 1960
No. H. D. Clubs	20	20
Membership	533	540
No. H. D. Groups* (unorganized)	0	1
Membership	0	4
No. 4-H Clubs	23	22
Membership	336	785
No. YMW Clubs	1	1
Membership	26	26
No. Community Clubs	0	0
Membership	0	0
No. Home Ec. Committees	1	2
Membership	5	10
No. General Interest Committees	0	1
Membership	0	5
No. Youth Committees	0	0
Membership	0	0
No. other Organizations	1	7
No. Farm & Home Dev. Families	0	0
No. other families reached	441	500
No. Different families reached	1336	1450

*Report all groups that met 3 or more times a year.

Greatest Emphasis

Continue to increase the quality of work of the existing organizations. Provide training and guidance for leaders. Work closely with them in planning and developing programs and activities that increase interest of members and potential members.

Give publicity to the Extension organizations and accomplishments through press and radio.

Home Demonstration

Maintaining at least 20 organized Home Demonstration Club needs emphasis. For a good many years many clubs have been semi-active. Therefore three clubs disbanded the latter part of 1959. Two new groups have been started. (Refer II. D.; IV B)

Plans have been made to meet with the few Melvale (disbanded 1959) women at least three times during the year. Information pertaining to special interest meetings and events will be sent these women.

The County Home Demonstration Club objectives indicate methods of securing new members (Refer II. D. 3). The majority of Home Demonstration Clubs need new members and young members.

Home Economics Committee

(Refer II. A. 5)

The development and functioning of these committees should result in increase in scope of work by the close of 1960.

Youth Program

Continue the concentration on securing and training adult 4-H club leaders. This will be done through personal contacts with parents and friends of 4-H club work who might be potential leaders. Training will be conducted by agents both individually and with groups of leaders as needs arise.

The organization of a county adult leaders organization with the women leaders would help strengthen leadership and help develop a stronger youth program.

B. Plans for informing the public about Extension Home Economics Program

1. Unorganized Clubs and Communities

(Refer II. D.; IV. A.)

2. Plans to reach others.

We will continue a weekly radio program giving timely information and the daily schedule of events.

Have information in the newspaper as much as possible.

Send monthly news letter (Refer II. D.)

Through our 4-H club members and home visits to these members, we will contact many adults not contacted by other means. In 1960 we plan to make more 4-H home visits. Through Home Demonstration Club members we plan to publicize the Extension Home Economics Program. (Refer II. C. 3)

Exhibits will be used as a means of publicizing H. D. and 4-H work during National 4-H Club Week and National Home Demonstration Week.

An entry in the Dogwood Festival Parade will publicize the 4-H phase of our youth program.

Office calls, telephone calls and home visits to non-participating families and individuals should help publicize the Extension Home Economics Program.

V. LEADERSHIP

A. Plan for Leadership

1. County Program Leaders

- a. County Agricultural Extension Service Board
- b. Youth Council
- c. Home Economics Council

No. in 1959 Goal for 1960

0	0
0	0
0	0

2. Home Demonstration Leadership

	<u>No. in 1959</u>	<u>Goal for 1960</u>
No. organizational leaders	25	23
No. project leaders(subject matter)	176	153
No. Federation program of work chairmen	23	21
No. program development leaders	23	19
No. result demonstrators	4	12
No. training meetings by specialists	8	6
No. training meetings by Dist. Agents	0	0
No. training meetings by agents	15	17
No. training meetings by others	0	0
Attendance atf all training meetings	254	270
No. meetings held without an agent	171	115
No. meetings leaders assisted	5	34
Demonstrations by leaders	125	125
Talks and discussions by leaders	137	140

3. 4-H Club Leadership

	<u>No. in 1959</u>	<u>Goal for 1960</u>
No. club officers	132	143
No. adult project leaders	23	25
No. junior project leaders	11	15
No. result demonstrators	7	10
No. training meetings by specialists	4	3
No. training meetings by dist. agents	0	0
No. training meetings by agents	28	40
No. training meetings by members club dept.	1	0
No. training meetings by others	1	0
Total attendance at ldr. tr. meetings	341	450
No. 4-H leaders trained individually	23	25
No. club mtgs. held by ldr.w/out agent	16	45
No. additional club meetings at which leaders assisted	72	105
No. demonstrations given by adult leaders	23	55
No. demonstrations given by junior leaders	22	35

B. Strengthening Leadership

1. Home Demonstration

Subject Matter Leaders
 Federation Program of Work Leaders
 Program Development Leaders
 (Refer II. A.6, II. B., II. C. 3)

There are many leaders who do not carry through demonstrations or activities for which they have been trained. The attendance at leader training meetings is poor. Therefore, when an agent does not attend a meeting, the members get little useful information. The agents plan to give more individual leader assistance as time permits. Some new blood in the clubs should help strengthen leadership.

Result Demonstrators

As the services of the Extension organization are re-emphasized by leaders and agents, we are getting more requests for individual assistance with major problems of result demonstration nature. Thus we should be able to secure the consent of some of these families to serve as result demonstrators in 1960. The County Home Demonstration Club Committee set-up a goal of new result demonstrators for 1960 as follows:

Time Management	2
Kitchen	2
Landscaping	2
Housing	2

Youth Program

Leadership can be strengthened in the Youth Program by:

1. Securing more adult leaders
(refer to IV. A.)
2. Training the officers and members in the use of parliamentary procedure. This training was conducted during November.
3. Encouraging members to do better club work and participate more actively in county events.
4. Encouraging more interest within the clubs in conducting community projects.
5. Encouraging more parents to assist with 4-H club activities as they can.
6. Encouraging Honor Club members to follow through with the individual goals they set up as junior leaders.
7. Give suggestions and encouragement as needed to those enrolled in the junior leadership project.

VI. FOR SPECIAL CONSIDERATION

A. Public Relations

1. State Extension Organization

Keep State Staff informed of activities through the monthly narrative reports.

Have conferences at intervals with the district agent. Cooperate with specialist and district agent in making arrangements for special training meetings to be held in Charlottesville.
Make requests for specialist assistance as far in advance as possible.
Have regular office conferences with entire office staff. The Home Demonstration Agent and Assistant Home Demonstration Agent have regular office conferences.
County staff divide responsibilities of certain phases of Extension program.
Continue to inform secretaries of agents where-about.
Inform the agricultural agents of special work and events of the Home Economics program.
Have training meetings, conferences, talk-overs, etc., with adult and youth leaders and committeemen.
Send leaders timely information and reports.

2. Parent Institution

Cooperate with publicizing the giving information on the land grant college, V.P.I.
Keep in touch with county students at V.P.I.
Inform the public of our affiliation with Virginia Polytechnic Institute.

3. Elected and appointed Representatives

Send monthly reports and copies of annual narrative reports to the County Executive and Supervisors.
Invite Supervisors to some special events.
Keep in touch with congressmen in requesting bulletins for county use.

4. Organizations

Refer to community projects (II. C. 1)
Involve representatives of some of these organizations in Home Economics Committees as such develop. (Ex. Garden Club).
Cooperate with requests of churches for home economics assistance needed.
Assist Health Department and Cancer Society with distribution of educational materials.
Cooperate with Cancer Society, Red Cross, etc., in securing assistance with special events.
Seek the cooperation of the home demonstration clubs in assisting the Cancer Society in the National Cancer Survey.

5. Businesses

Continue to become better acquainted with businesses.
Seek their cooperation in carrying through phases of the Home Demonstration and 4-H programs.
Assist businesses in understanding that our work is educational.
Thank businesses personally and by letter for their cooperation.
Encourage 4-H and home demonstration members to do the same.
Have some business representatives involved in special Home Economics Committees and Youth Committees.

6. Mass Media Personnel

Continue to seek radio and news cooperation in publicizing Extension activities, subject matter and events.
Keep newspapers informed of special coming events as far in advance as possible.
Discuss special programs with the WCHV program director.
Keep the regular radio recording schedule as much as possible.
Invite representatives of radio and newspaper to special events.

7. Other Agencies

Public Schools

Cooperate with school officials in carrying through the 4-H program and comply with their regulations.
Give assistance to schools in home economics areas when requested.
Send copies of new publications to the home economics teachers in city and county.
Invite home economics teachers to some Extension events.
Give assistance to home economics teachers when requested.
Give copies of Extension Career leaflets to school and public libraries.

Health Department

Through the Home Demonstration Clubs assist the Health Department in informing the public of its services.
Invite the Health Department to have a representative attend certain Extension meetings and serve as a resource person.

Welfare Department

Assist the Welfare Department in securing home demonstration club assistance with various projects as requested and the need arises.
Invite a representative to serve as a resource person at certain Extension meetings.

University of Virginia

Agents try to become better acquainted with the available services of the University.
Invite qualified persons to serve as resource people on special committees.
Investigate the services of qualified persons available to assist in carrying through the subject matter special interest meetings on Business Facts (Wills and Deeds, Insurance, Banking, Investments).

Individuals and Families

Through weekly radio programs create good public relations.
Invite general public to special events and special interest meetings.
Through office calls, telephone calls and home visits create good public relations.
Agents give individual and family assistance as much as possible.
Strive not to appear too pushed for time in office calls, telephone calls, home visits, conferences, etc.
Continue to inform the public, through mass media and Extension organizations, of the services of the Extension program.
Agents attend some school and community events.
Agents take time to let the general public know you as a person through contacts, mass media and correspondence.

B. Plan for Professional Improvement

Participate as a member in professional organizations:

Virginia Home Demonstration Agents Association
Virginia Home Economics Association
National Home Economics Association
Epsilon Sigma Phi

Subscribe to and read professional homemaking and news magazines.
Participate in agent training programs.
Attend University of Virginia programs, talks, discussion groups as much as possible.
One or both agents may take a class at the University of Virginia in 1960.
Visit with other home demonstration agents and home economists.

- C. The home demonstration clubs have planned a portion of their 1960 program on Business Facts. This program should make a significant contribution to family living. (Refer II B. 2)

Part of the program will be carried through as Home Demonstration monthly demonstration topics "Business Facts" and "Wills and Deeds" to create interest and stimulate thinking then action.

These meetings will be followed in the fall with several series of special interest meetings on specific phases:

- Wills and Deeds
- Banking and Investments
- Insurance
- Credit Buying (possibility)

Each special interest meeting will be carried through by a panel of well qualified persons. Contacts will be made with bank personnel, lawyers, University of Virginia personnel, investment personnel, etc., to secure their cooperation.

Mrs. Marion Eberly, Director of Women's Division of Institute of Life Insurance, has already given some valuable assistance in ideas, materials, and personnel available in this area.

Contacts will be made with rural and civic organizations to secure co-sponsors of the program.

Publicity will be given through radio and press. Special radio programs and spot announcements will give added means of informing the public.

The entire program will be a means of reaching people other than Home Demonstration members. Emphasis will be placed on husband and wife participation in the special interest meetings. The single adult person will be encouraged to attend. The teenagers and young adults beginning their financial experience will be encouraged to participate.

The number of meetings in a series and the number of area series of meetings held will depend upon interest of Home Demonstration members and the cooperation of qualified personnel.