

COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS
AGRICULTURAL AND MECHANICAL COLLEGE OF TEXAS AND UNITED
STATES DEPARTMENT OF AGRICULTURE COOPERATING

MS-278 (Revised 11-25-36)

Extension Service
Home Demonstration Work

SPECIAL STANDING COMMITTEE ORGANIZATION IN
COUNTY HOME DEMONSTRATION COUNCILS

The plans given below are for special standing committees of the county home demonstration councils that are in general use in the counties. They may be and should be varied to meet existing conditions in any particular county as the council thinks best and the home demonstration agent approves.

PLANS FOR EDUCATION COMMITTEE

The committee usually consists of two or more home demonstration club members from each county commissioner's precinct, appointed by the chairman of the county home demonstration council.

This committee makes a survey of the county as to the number of clubs and unorganized communities in each precinct and where located.

It serves as a membership committee to interest farm home makers in home demonstration work, to aid in increasing club enrollment and in organizing new clubs in their respective precincts.

At least one member from each precinct reads the agent's annual and monthly reports. From the latter a summary is made of the statistical sheet for every three or four months. From the reports read the committee notes the demonstrations being carried on, the progress being made, number and value of things produced and sold, and outstanding activities of any kind. All this information is presented every three or four months to the council as a report of home demonstration activities in the county so that councils and clubs may keep in touch with the work and be prepared to give information to the people.

The committee especially sees to it that their respective commissioners are informed as to the progress of the work and that they have opportunity on achievement days and other days to visit demonstrations and demonstrators' homes and understand the educational value of demonstrations to the family.

The committee is responsible for programs on government activities related to agriculture. It directs such programs when they are used at council meetings.

It keeps in touch with the reporters' group of the council and cooperates with this group in keeping home demonstration work before the public.

Newly organized committees do not undertake in the beginning all the activities possible. They begin with one or two things, such as the survey and the reports. Other activities than those enumerated are undertaken at the discretion of the agents and the council.

The agent gives assistance only until the committee understands its functions and under no circumstances should the agent let the committee be created and then do the work herself. Dead committees are a drain on the council and most discouraging to the committee members.

RECREATION COMMITTEE OF THE COUNCIL HOME DEMONSTRATION
COUNCIL

This committee usually has a chairman appointed by the council chairman and one member from each home demonstration club. The committee members are selected by the council chairman upon recommendation of the presidents of the clubs and serve as chairmen of recreation for their respective clubs. The chairman, like other special standing committees, may or may not be a member of the council at the time of appointment but becomes so after she is selected under the rule defining the voting body.

In some councils the committee consists of only three members.

The principal activity of this committee is to cooperate with the county recreation association in developing recreation in the rural communities and to keep the county council and home demonstration clubs informed as to how they may help promote play activities.

The committee supplements the efforts of the association in providing recreation meetings several times a year in each community.

It aids in securing and arranging for recreation training schools for leaders and in general promotes in every way possible wholesome entertainment for the rural family.

If there is no county-wide recreation association the committee cooperates with other citizens of the county in stimulating interest that will lead to the organization of an association.

PLANS FOR MARKETING COMMITTEE OF THE COUNCIL

The marketing committee consists of a chairman and one representative from each home demonstration club selling on the market or preparing to do so.

The chairman of the county council selects and appoints the chairman of the marketing committee from the membership of the home demonstration clubs. She appoints the other members upon the recommendation of the president of the club from which the member is appointed. All appointments are made from club members eligible to membership in the county home demonstration council.

The marketing committee at its first meeting elects a secretary-treasurer and any other officer it deems necessary.

The marketing committee with the advice of the agent makes whatever rules are necessary for the conduct of the market.

Such rules must not in any way conflict with the principles relating to markets approved by the home demonstration staff. All rules are submitted to and approved by the council.

If the chairman of the committee is not a member of the council at the time of appointment she becomes so under the standing rule defining the voting body.

Extract from Letter to Agents, March 9, 1935.

It is a very definite responsibility of sponsors to see that clubs are trained to proper methods of club procedure and use such methods at their meetings.

To assist the agent and the girls in making plans for rally day, fairs, scholarships, short course, raising the club budget, etc. They should look after such details as may not be practicable for the girls to undertake.

Chairmen of sponsors are at any time privileged to appoint sub-committees in their group to be responsible for specific activities. These serve as long as necessary to accomplish the purpose for which they are created. Such appointments are made only when the need arises and the committees are dissolved when their work is completed.

Sponsors' groups are working committees and are advised never to hamper themselves with elaborate organization machinery. They should also be careful to stimulate the initiative of the girls, letting the latter assume responsibility as much as possible, with the sponsors acting as sympathetic advisors and helpful friends.

Efficient sponsors very definitely participate in the social life of the clubs, especially seeing that there is in the community social recreation, nature study, books and magazines, music and drama.

Whenever the chairman of sponsors asks the council to cooperate with them in some specific activity such as girls' club exhibits, raising money for scholarships or prizes, if the council approves, the chairman of the council refers the request to the proper committee of the council to cooperate with the chairman of the sponsors in making plans.

REPORTERS' ASSOCIATIONS

Reporters' Associations have the status of a special standing committee of the County Home Demonstration Council. The Council Reporter is the chairman of this Association.

Detailed instructions as to these Associations are to be found in C-107 "Get the Story" by Minnie Fisher Cunningham, page 4, "Reporters' Associations Defined," to page 8 inclusive.

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4-H GIRLS' CLUB SPONSOR COMMITTEE OF THE COUNTY HOME DEMONSTRATION COUNCIL

Sponsor groups are special standing committees of the county home demonstration councils reporting each month to the councils their activities in behalf of 4-H girls' clubs. The general purpose is to cooperate with the agent and aid her in developing efficient 4-H girls' clubs. The council by vote permits the group to select its own officers. The chairman selected becomes a member of the council under the standing rule defining the voting body.

In general, the following plan of organization and functioning is as follows:

Organization:

Chairman and secretary are the only officers necessary.

The minutes are a record of actions taken by the sponsors, so no standing rules need be passed.

The chairman reports each month to the council in the same manner as any other standing committee.

Where practicable the group meets regularly as the agent decides. The chairman may call special meetings without the agent as the latter may deem advisable.

How sponsor groups function:

A sponsor meets and knows individually each member of the club. When possible she knows personally the family, home conditions and environment of each member of the club.

Sponsors discuss with the club girls the activities and subjects in which as a club the members are most interested.

This information is given to the agent at the sponsors' meeting so that the suggestions may aid the agent in working out a county-wide program.

When goals for the clubs are determined the agent assigns definite responsibilities to the sponsors in connection with the attainment of such goals.

Sponsors relieve the agent of the responsibility of second meetings; plan for such meetings are discussed at the sponsors' meeting with the agent.

Sponsors are responsible for seeing that necessary preparations are made for the monthly club meetings at which the agent is present so that no time will be lost by the agent in carrying out her demonstration plans.

After agents have carefully explained to sponsors the reports they expect from the girls and the method of making reports, sponsors see that the girls carry out the instructions and make reports in accordance with them.