

# UNIVERSITY OF IDAHO

EXTENSION DIVISION

L. W. FLUHARTY

DIRECTOR

## FARM BUREAU ORGANIZATION

By R. H. MUSSER

*Assistant State Leader of County Agents*

COOPERATIVE EXTENSION SERVICE IN AGRICULTURE  
AND HOME ECONOMICS OF THE STATE OF IDAHO  
UNIVERSITY OF IDAHO EXTENSION  
DIVISION AND U. S. DEPARTMENT  
OF AGRICULTURE COOPERATING

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### COUNTY AGENT SERVICE

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COMMUNITY initiative and community responsibility are based upon a well developed community consciousness. In any effort looking to the effective organization of rural life a matter of first consideration is the determination of the community unit and the focusing of effort there in such manner as to discover and develop the natural leadership in each community group. Through these leaders the community will express itself and determine the part it is to play. The community is the logical listening post for all organized effort for rural people.

—W. A. Lloyd, in Charge of County Agent Work, States Relation Service, Office of Extension Work, North and West.

# FARM BUREAU ORGANIZATION

By R. H. MUSSER

Assistant State Leader of County Agents

**E**VERY FARMER in Idaho is interested in the problems of the farm and home and upon him rests the responsibility of properly attacking and solving such problems. These problems are being solved more easily each year thru the Farm Bureau, and owing to the continuous growth and unlimited possibilities of this organization, this bulletin is being prepared so that those interested may familiarize themselves with the true working plans of the Farm Bureau.

The permanent upbuilding of the community, county or state is determined by the cooperative spirit developed among the residents of such community, in working out together their farm and home problems.

The Farm Bureau is an organization of the representative rural people of the county, brot together to work out these problems, under their own leadership.

The people of a community most interested in its more profitable agricultural development and betterment of home and social conditions get together and project plans for solving these problems. They look about for the persons most fitted to lead in this work, enlisting their interest and cooperation in a community program.

From the various community needs a county-wide program of work is determined, and interested leaders are chosen to lead each project or phase of the program. This plan is carried still further into a state and national program.

## THE PLAN OF WORK.

The problem first must be recognized, then steps can be taken to solve it. For example, ground squirrels may be numerous thruout the county, causing great losses, each year, of farm crops, thus materially cutting down farm profits. To fight them, under the Farm Bureau plan, four steps are essential: first, to recognize the problem; second, to determine to meet the problem thruout the county by enlisting the help of every farmer; third, to demonstrate practical methods of destroying the pest, with the help of local committeemen, and specialists from the state and federal governments; fourth, to make a county-wide campaign of squirrel extermination.



The campaign is led by the county project leader, aided by all of the community leaders of this project. Each local leader enlists the interest and cooperation of the farmers within his respective community, arranging local demonstrations and planning in detail the community campaign. Thus, farmers themselves lead other farmers in solving their own problems.

It is impossible for the Farm Bureau to carry on a program of work unless each community is organized around interested local leaders. No one is so well qualified to lead the community



All Men Out for a Squirrel Poisoning Demonstration.

project as a local leader who is enough interested in the advancement of his community to give time in carrying on a program that will bring results.

#### FAMILY TYPE.

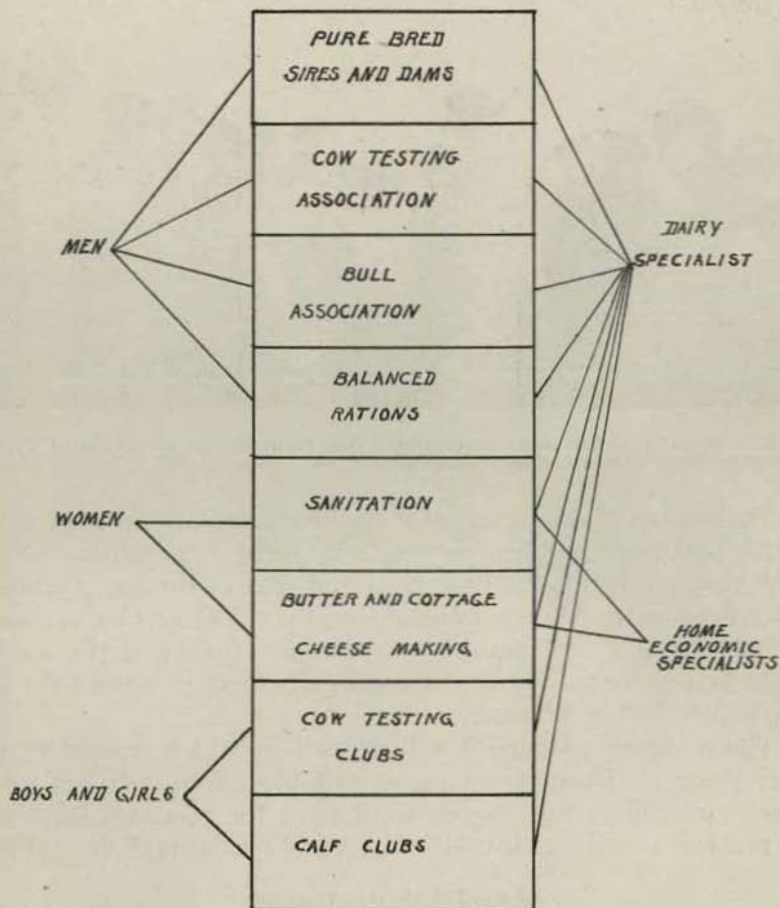
The Farm Bureau plan is of a family type. Problems of the home and farm are considered matters of family importance, in which the interest of the boy and girl should be enlisted as readily as that of the father and mother.

In determining the community problems and methods of solving them, quite often it is desirable to interest the boys and girls in the adult problem by securing the cooperation of some of the older persons in the community in leading the children and giving them information which will gradually lead them into the larger and older problems. For instance, the child may take part in the dairy project by raising a calf and keeping records of its total cost. Or the child may keep the milk production records of a cow. By raising a calf, the boy or girl soon learns to care for a grown-up animal and eventually will be drawn into that part of the dairy problem which has to do with the balancing of rations and with

# DAIRY IMPROVEMENT PROJECT

LOCAL PEOPLE INTERESTED

EXTENSION SPECIALISTS  
INTERESTED



GRAPHIC DRAWING, SHOWING THE DIFFERENT PHASES OF A DAIRY PROJECT  
AND THE RELATION OF DIFFERENT PERSONS OF THE COMMUNITY IN PLANNING  
THE PROJECT

the development of cow-testing associations. Naturally this draws him into the adult phase of the problem that he started in as a junior. This work for the children can be carried on as club work or as junior work in the Farm Bureau and as a result the children are interested and are helping to solve, as well as being developed in, the original community problem. This has a tendency not only to keep the youngsters on the farm, but to train them thru practical experience so that they will be better farmers when they are grown.



The Women of Various Communities Are Raising the Standard of Their Poultry Thru Culling Demonstrations.

The women of the community are interested also in the solving of this particular problem, as they may be in many others. They may, however, be interested only in that part of the dairy problem which deals with the furnishing of food for the table—for instance, the making of cheese and butter. In some instances the women might help to keep records of the milk production of the herd and help to plan better rations.

The diagram on page 5 will explain in which phases of the dairy projects the different persons of the community are interested. All should work together to solve the separate phases of the problem in order that their efforts and results may be uniform.

#### DEFINITION OF TERMS.

Terms used in developing the Farm Bureau program are defined as follows:

**Project**—An outlined plan of work to accomplish a definite result.

**Community Project Leader**—A local person interested and qualified in leading a project within the community.



**Community Program of Work**—The group of projects in a community so organized as to accomplish definite results.

**County Project Leader**—One of the executive committeemen chosen at large because of his interest and fitness to lead a project thruout the county.

**County Executive Committee**—A committee composed of the county officers and county project leaders. This is more or less the governing body of the Farm Bureau, meeting usually once each month.

**Advisory Council**—A council made up of all the community chairmen. It is an advisory body working with the executive committee. The Farm Bureau president acts as chairman of the council.

**County Project Committee**—All community project leaders of a particular project, with the county leader of that same project acting as chairman.



Boys and Girls of the Community Are Interested in Better Methods of Corn Culture. The Champion Boy Corn Club Member Is Telling How He Did It.

#### DEVELOPING THE COMMUNITY PLAN.

The organizing of a community begins with a survey of community needs and past progress by a local committee, which later will report its findings to a community meeting, at which time the necessity for a membership campaign and a permanent organization will become evident. Each community should develop its program according to its needs, yet having in mind county needs. By the use of a community map, demonstrators and committee-

mén, as well as meeting places and other points of local interest, can be located. The committee first becomes interested in the community development and sees the need of organization for carrying on its local program of work.

Before the committee makes recommendations to the community, it should discuss the proposed program of work with the advisory council. The advisory council, being the representative body of all communities, can give the various community projects a county-wide significance which will aid the communities materially in permanently adopting and planning each project.



Under the Leadership of the County Project Leader, Men Study Better Cultural Methods in the Field.

Later a meeting of the entire community may be called, at which time the recommendations of the committee and advisory council are heard. At this meeting, the county agent may present a well charted map of the community, showing meeting places, demonstrators, committeemen and a program of work as suggested by the temporary committee. Here, the permanent program of work can be determined.

The need of a program, and the necessity for carrying it out, show plainly the need of local leadership and membership. Therefore, a permanent chairman is elected, who in turn should appoint or have elected a leader for each of the projects as outlined in the program of work. These appointments are later approved by the farm bureau president and made a permanent part of the Farm Bureau organization.

#### A TYPICAL COMMUNITY COMMITTEE.

George Smith, Chairman	..Pest Control
Frank Bird, Secretary	.....Herd Improvement and Calf Clubs
John Myers	.....Potato Seed Imp. and Potato Clubs
Frank Brown	.....Crop Improvement and Corn Clubs
Fred Anderson	.....Swine Improvement and Pig Clubs
Mrs. Mary Black	.....Home Improvement and Canning Clubs



**THE MEMBERSHIP CAMPAIGN.**

The community meeting is the place for initiating a membership drive, because those present see the need of membership in carrying out the program. The chairman can there ascertain who are most interested in the work. He may divide the community into sectors, appointing a leader for each sector who will see every person within his sector, giving him an opportunity to join. All memberships within the community then can be turned over to the community secretary, who in turn will place them in the hands of the Farm Bureau treasurer.

**WHY A MEMBERSHIP FEE.**

Expenses, such as costs of membership cards, postage and Farm Bureau News and traveling expenses of Farm Bureau officers to attend state or district conferences, should not be paid from public funds. All other Farm Bureau expenses come from cooperative, federal, state and county funds. A \$1.00 membership fee will defray the additional expenses referred to, as well as enable the Farm Bureau to buy poison for squirrel and other pest control campaigns.

**A COUNTY-WIDE PROGRAM.**

When the communities within the county have selected their local programs of work, a county-wide Farm Bureau meeting is called, at which all members and others interested should be present. Again, a well charted map of the county should be used, from which a county-wide program of work can be developed, which is a general program for all communities of the county as a whole. This program can then be divided into county-wide projects, fitting as nearly as possible the general community needs. Also at this time a constitution and by-laws should be adopted, to fit the county needs.

**THE COUNTY EXECUTIVE COMMITTEE.**

The permanent officers of the Farm Bureau can now be chosen, including president, vice-president, secretary and treasurer. For each county project chosen, a county project leader should be elected by those present at the general meeting. These leaders are chosen at large by the membership present. These project leaders, together with the officers, constitute the county executive committee. The officers may also be project leaders.

## A TYPICAL COUNTY EXECUTIVE COMMITTEE.

George Morris, President..	Organization and Excursions
John West, Vice-President.	Livestock Improvement—Pig Clubs
Frank Young, Sec.-Treas...	Potato Seed Imp. and Potato Clubs
Ernest Rose.....	Rodent Pest Control
Frank Swift.....	Livestock Diseases
Ernest Hart.....	Field Crop Improvement
J. B. Rice.....	Dairy Improvement—Calf Clubs
J. S. McClear.....	Clover Seed Production
Miss Grace Eagles.....	Handicraft Clubs for Boys and Girls
Mrs. R. O. Smith.....	Home Improvement and Conservation —Girls' and Canning Clubs

## DUTIES OF EXECUTIVE COMMITTEE.

"The duties of the executive committee may be summarized as follows:

"1. Transacts ordinary business of the organization and approves all contracts and bills.

"2. Enters into memorandum of understanding with the University of Idaho, Division of Extension, and the United States Department of Agriculture, for the purpose of employing county agricultural and home demonstration agents, and other workers.

"3. Receives and verifies the reports of officers and employees.

"4. Organizes and directs the annual membership campaign.

"5. Develops, adopts and promotes an annual county program of work in cooperation with the members, the community and county project committees and paid agents.

"6. Makes up financial budgets and secures necessary funds.

"7. Determines the local policies."

The executive committee is responsible for all policies set forth by the Farm Bureau. While the county agent is responsible in a great measure for the development of the Farm Bureau program, the real responsibility lies with the executive committee. The county agent never should advance policies or ideas without first consulting the executive committeemen. Each committeeman, together with the county agent, is responsible for the development of his particular project or part of the program of work. The executive committee should meet about once each month in order to plan work for the coming month and set forth such policies as the Farm Bureau should follow and to consult with the county agent regarding the efforts during the past and coming months.

## THE ADVISORY COUNCIL.

The community chairmen, together with the executive committee, compose the advisory council. It is quite necessary that



in planning a county-wide program of work and policies, all communities and project leaders be represented. This can be done by the community chairmen, representing their respective communities, meeting with the executive committeemen, who are the county project leaders.

#### A COUNTY PROJECT COMMITTEE.

The county project leader stands apart as the leader of his particular project thruout the county. Soon following the annual meeting and the adoption of the county program of work, each project leader surrounds himself with a county project committee. This committee's particular function is to lay plans and proceed to gain results along the lines of its project.

While each county project is a part of the general program of work, it is in itself a project apart, for the development of a particular phase of work. The executive committeeman in charge of the project is chairman and, together with all of the community leaders of this same project, composes a county project committee. For instance, the executive committeeman on the livestock project may call together all the community livestock project leaders to consider the advisability of the pooling of wool. A wool pool is found to be necessary and an association for carrying on this particular part of the project is organized and proceeds to function on that particular phase of the Farm Bureau program. While the wool pool is indirectly of interest to all members of the Farm Bureau, yet it is of direct interest only to those whom it serves and should be handled by them apart, yet with the general cooperative development of the county-wide program in mind.

#### THE FARM BUREAU PLAN SUMMARIZED.

The foregoing plan for organization in detail may be summarized as follows:

##### The County Farm Bureau.

- |  |                               |
|--|-------------------------------|
| 1. Executive Committee.  | 3. County Project Committee.  |
| a. Officers: President, Vice-President, Secretary and Treasurer. | a. County Project Leader.     |
| b. County Project Leaders.                                       | b. Community Project Leaders. |
| 2. Advisory Council.   | 4. Community Committee.       |
| a. Executive Committee.  | a. Community Chairman.        |
| b. Community Chairmen.   | b. Community Project Leaders. |



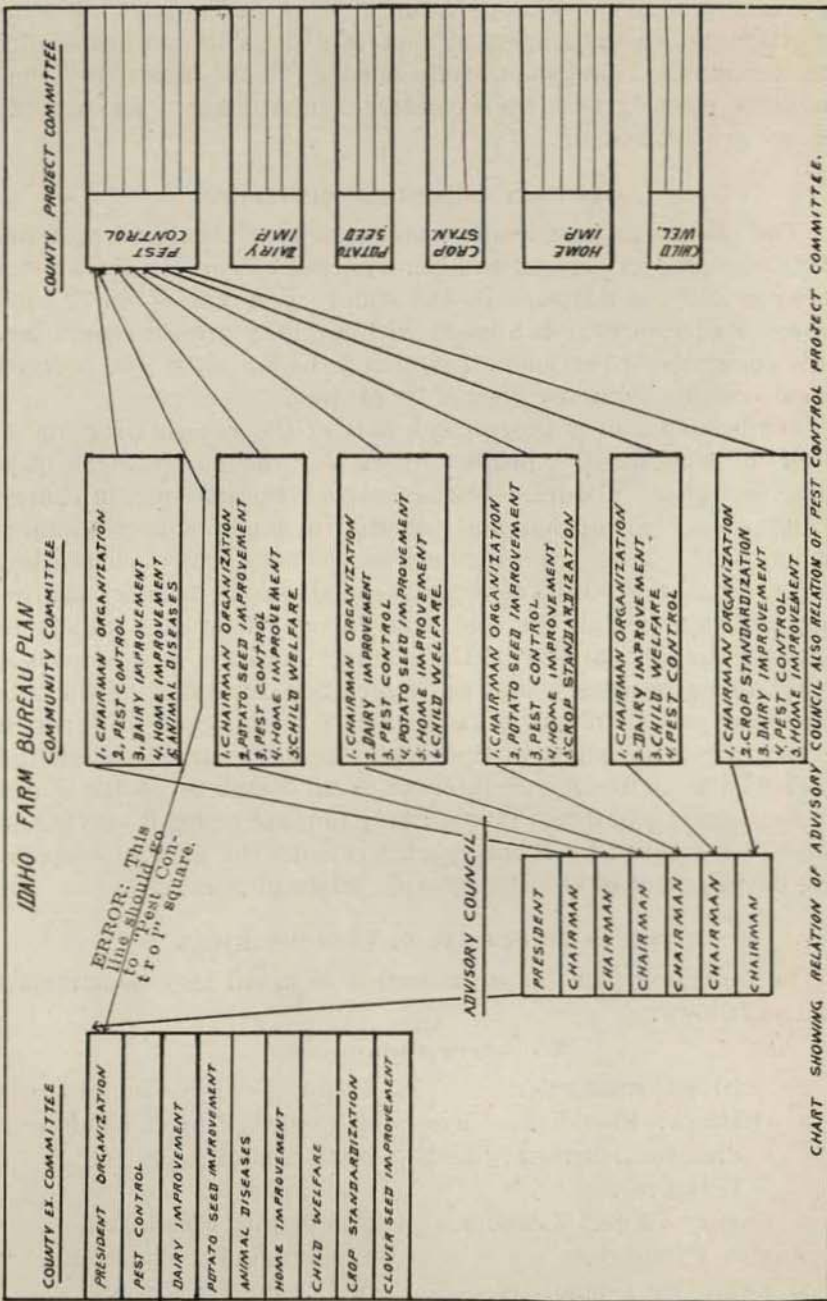


CHART SHOWING RELATION OF ADVISORY COUNCIL ALSO RELATION OF PEST CONTROL PROJECT COMMITTEE.

## SUMMARY OF FIELD ORGANIZATION PLAN.

- A. List of communities in which organization is to be taken up.
- B. Community committees meet to:
  - 1. Discuss past work and results.
  - 2. Discuss future needs and problems to be taken up.
  - 3. Discuss and suggest local leaders to lead each local problem or project.
  - 4. Summarize a suggested community program of work.
  - 5. A map of the community should be developed in which the meeting place, demonstrators, committeemen, members and non-members should be located.
- C. Advisory council meets to:
  - 1. Discuss past work and results of the various communities led by community chairmen and county project leaders.
  - 2. Discuss and suggest problems for projects to be taken up in the various communities.
  - 3. Summarize a suggested county-wide program of work.
  - 4. Appoint county program of work committee and a nominating committee to report at the annual meeting.
- D. Various communities meet to organize for coming year's work.
  - 1. Discuss past work by projects led by local project leaders.
  - 2. Discussion and recommendations for future work by local project leaders and chairmen.
  - 3. Discussion of suggested county-wide program by chairman from advisory council meeting.
  - 4. Election of a permanent chairman.
  - 5. Adoption of a community program of work.
  - 6. Appointment of community project leaders, to be appointed later by the permanent chairman if desired.
  - 7. Initiation of the community membership drive.
    - (a) Memberships to be taken at meeting.
    - (b) Chairman may divide the community into sectors.
    - (c) Chairman appoint a committeeman to be responsible for membership in each sector.
    - (d) Community membership drive to be completed before the county-wide meeting.
- E. Annual county-wide organization meeting.
  - 1. General report of progress of the work and purpose of the meeting by the president.
  - 2. Reports of secretary and treasurer and standing committees.
  - 3. Report of membership campaign by communities led by chairman using a blackboard.
  - 4. Report on projects by county project leaders.
  - 5. Presentation of Farm Bureau plan emphasizing program of work for community organization by state leader or county agent.
  - 6. Appointment of committees on resolutions, constitution and by-laws, etc.

7. A live, timely topic by an outside speaker.
  8. Report by program of work committee.
  9. Adoption of a permanent program of work.
  10. Election of officers and county project leaders.
  11. General business.
  12. Adjournment.
  13. A short meeting of the newly elected executive committee to lay plans for their first executive meeting.
- F. Executive committee meeting.
1. Approval of local project leaders by president and committees as recommended by community chairmen.
  2. Discussion of and planning for the carrying on of the program of work.
- G. County project committees meet:
1. To plan method of procedure for carrying on each county-wide project.
  2. The county project leader, community project leaders, state specialist and local county agents should be present.
  3. Project to be written by:
    - (a) County project leader.
    - (b) State specialist.
    - (c) County agents.
- H. Annual extension conference.
1. Report of county projects.
  2. Projects discussed by Farm Bureau project leaders present, state specialists, county agents and other workers.
  3. Suggestions and recommendations for the various county projects, giving them a state-wide aspect.
- I. Executive meeting.
1. Approval of county projects as recommended by the county project committees.
  2. Planning field excursions and field meetings.
  3. Plan annual Farm Bureau picnic.
  4. Permanent organizing and planning for the projecting of the various county projects.
- J. Meeting of community committees.
1. To project definite community program.
- K. Field demonstrations.
1. Led by county project leaders.
  2. Conducted in those communities where program projects are adopted.
- L. Annual Farm Bureau picnic.
1. The picnic shall serve as a semi-annual organization meeting featuring entertainment and social life.
- M. Project calendar.
1. Sept. 1 to Sept. 30—Conduct community committee meetings.
  2. Oct. 1 to Oct. 15—Advisory council meeting.



3. Oct. 15 to Nov. 30—Conduct community organization and program of work meetings.
4. Dec. 1 to Dec. 31—Annual Farm Bureau organization meeting.
5. Jan. 1 to Jan. 31—County project committee meetings.
6. Feb. 1 to Feb. 20—Organization of county program of work.
7. Feb. 20 to 28—Extension conference.
8. Mar. 1 to Apr. 30—Organize field excursions and field meetings.
9. May 1 to June 30—Plan Farm Bureau picnic and other meetings that have to do with the development of the organization.
10. July and August—Picnics.

#### THE STATE FARM BUREAU.

Each county being organized as outlined, it is well to carry the organization into the state as a continuation of the county plan, each county being related to the state organization in the same manner as the community is related to the county organization.

The officers and project leaders of the State Farm Bureau are chosen from the various county executive committees, each man being chosen to lead one project of the state program of work, decided upon from the various county programs.

#### A TYPICAL STATE FARM BUREAU EXECUTIVE COMMITTEE.

R. E. Brown, President.....	Organization
A. D. Good, Vice-President.....	Weed Control
S. T. Goss, Treasurer.....	Rodent Pest Control
W. D. Owen, Secretary.....	
F. P. Root.....	Root Crop Improvement
D. R. Shull.....	Livestock Improvement
George Smith.....	Seed Crop Improvement
Orville Brant.....	Labor Distribution
J. E. Green.....	Better Roads and Highways
Mrs. O. B. West.....	Home Improvement
Mrs. R. M. White.....	Child Welfare and Home Nursing

This committee should meet once or more each year to decide general policies to be followed and to plan the program from the standpoint of a state-wide project.

#### STATE PROJECT COMMITTEE

The leader of each state project, together with all the county leaders of his particular project, should compose the state project committee. Such a committee should be responsible to the state organization for the development in detail of each project, working in cooperation with the extension specialists on the several projects.

**A TYPICAL STATE PROJECT COMMITTEE.**

George Smith, Chairman.....	Seed Crops
A. E. Owen, Ada County.....	Seed Crops
R. E. Smith, Adams County.....	Seed Crops
J. O. Knight, Bingham County.....	Seed Crops
H. H. Black, Bear Lake County.....	Seed Crops
R. S. Green, Canyon County.....	Seed Crops
E. G. Gry, Cassia County.....	Seed Crops

**STATE FARM BUREAU PLAN SUMMARIZED.**

1. Executive Committee.
  - a. State Project Leaders.
  - b. Extension Director (Ex-officio).
2. State Project Committee.
  - a. State Project Leader.
  - b. County Project Leaders.
  - c. Extension Specialist (Ex-officio).

**THE ANNUAL CAMPAIGN.**

The Farm Bureau program of work is developed annually for the purpose of bringing before the people the need of renewed interest in this endless program. New problems may arise each year and the plan must be so altered as to meet the local needs.

Every farmer in Idaho should feel that the success of the Farm Bureau depends upon the local and individual support and help that he may give it. This movement is not only county-wide or state-wide, but is nation-wide.

**FEDERAL, STATE AND COUNTY COOPERATION.**

The Farm Bureau work is educational and demonstrational and is supported by a combination of federal, state and county funds. The federal funds are provided for by a permanent appropriation known as the Smith-Lever fund, each state receiving annually \$10,000, to which is added a percentage of \$500,000 divided among the 48 states annually according to population. Each state must appropriate a like sum. The combined funds are distributed in the several counties of the state, provided the county appropriates a like sum or more.