

**NEW OFFICERS:** (Repeat after the installing officer the following pledge.) I, \_\_\_\_\_, (name)

do hereby pledge myself to hold high the standards of the Extension Service; and to do my part to point the way toward a higher standard of achievement for the members of this unit and the community which I serve. I will perform all the duties pertaining to the office to which I have been selected so far as is in my power, until my successor is duly installed; all this I pledge on my sacred honor.

**INSTALLING OFFICER:** (Turn to the president-elect.) Blanche White, as president you (name)

will be expected to preside at all business meetings of this body. You shall have power to fill such vacancies as may occur in any office, or committee. You may call meetings of the Unit or any of the committees, whenever advisable or upon the suggestion of the Extension agents and perform such other duties as usually appertain to the office. In particular, you will encourage the work of the project leaders, seeing that quiet is maintained during their demonstrations, and sufficient time is allowed on the program for their work. You will see that your Unit is represented at each training school and that all reports are made out. You will conduct business meetings according to parliamentary procedure and will endeavor to call all meetings to order on time and to adjourn at a reasonable time.

**INSTALLING OFFICER:** (Turn to the vice-president elect) Bernice Bates (name)

you, as vice-president will be expected to preside in the absence of the president, and you, like her, shall at all times hold high the standards of Extension work.

**INSTALLING OFFICER:** (Turn to the secretary-treasurer elect.) Guinita Reed, you, (name)

as secretary-treasurer shall keep accurate minutes of all the meetings of the unit, attend to all correspondence, receive and keep properly filed, all communications and records, distribute all literature to members of the Unit and make such reports to the Extension agents as deemed advisable. You have a great and noble task. No officer so much needs the virtues of promptness and exactness as the secretary. In your keeping is also placed the money of your organization, to be disbursed only as directed by that body. You will also be expected to give a financial report at each regular meeting, and a report at the annual meeting of the Unit, of all money received and expended during the year.

**INSTALLING OFFICER:** (Turn to the reporter.) \_\_\_\_\_, your duty as reporter (name)

will be to give to the public an account of the events and activities of the Home Demonstration Unit and its members so that all may be familiar with the achievements. May the chronicles be so kept as to cheer us throughout our lives, and to act as a beacon light for those who follow us.

**INSTALLING OFFICER:** (The Installing Officer lights a candle from the one on the table. She hands it to the president as she continues her remarks. The president in turn lights candles for the other officers.) With the light of guidance handed down to us from the retiring president, I will light the way for our new president, so that she may direct the ways of her officers!

You will now be conducted to your station where the outgoing officer will hand to you those records and properties which shall be in your keeping during your term of office.

(The outgoing president hands over the gavel, president's handbook, etc. The secretary-treasurer hands over the secretary's books, treasurer's books, and money on hand, and all records in her keeping. The reporter hands over the reporter's handbook, "Tips for Reporters," etc. The retiring officers now take place among the members.)

**INSTALLING OFFICER:** The Marshal will now present the members selected to serve as project leaders. *get names from Blanche*

**INSTALLING OFFICER:** (After leaders have been conducted to a position in front of her.) Yours shall be the duty, as project leaders, of presenting to the members of the unit, the lessons for which you are responsible according to the program of work as adopted in the county. You have been chosen as project leaders because of your ability in a particular line and because of your interest in the Unit and your sincerity in the promotion of better rural living. You should, therefore, strive to become more of a specialist in the particular subject for which you have been designated a leader. You should lead the way by putting into practice in your own life those improvements which make for better living.

As the chosen project leaders for this Unit, do you each pledge yourself to make a faithful study of the lessons as presented in this year's program of work, and to make yourself a more efficient leader in your special line of work?

**PROJECT LEADERS:** I do.

**INSTALLING OFFICER:** We accept your pledge. Members of the Unit, do you in turn, pledge yourselves to receive instruction from these leaders and to follow their lead in home and community improvement?

**MEMBERS:** We do.

**INSTALLING OFFICER:** (Address the recreation leader.) \_\_\_\_\_, you as recreation (name)

leader have the responsibility of seeing that each program contains some form of recreation. Will you endeavor to make each meeting enjoyed by the members?

**RECREATION LEADER:** I will.