As winter temperatures are upon us, many of us in the production side of agriculture spend a lot more time in front of the computer in the confines of our warm offices during the winter months. Some of us have important outside chores still to do, but most of us spend more of our day inside getting our paper work caught up after a busy spring, summer and fall. Analyzing farm production numbers of our operations is a great way to reflect on the past year’s accomplishments and to set goals for the upcoming year. Producers now, more than ever need to find ways to improve their efficiency. K-State Research and Extension has lots of programs to help the members in our community in these areas. One of the premier extension sites for information on the agricultural economy, is AgManager.info from Kansas State University. AgManager.info is a comprehensive source of information, analysis, and decision-making tools for agricultural producers, agribusinesses, and others. The site serves as a clearinghouse for applied outreach information emanating from the Department of Agricultural Economics at Kansas State University. It was created by combining departmental and faculty sites as well as creating new features exclusive to the AgManager.info site. The goal of this coordination is to improve the organization of web-based material and allow greater access for agricultural producers and other clientele.

Topics presented on the AgManager.info site include: crop and livestock marketing and outlook reports, crop insurance, farm management, agricultural policy, human resources, income tax and law, and agribusiness. Several topics include features that are updated weekly, encouraging repeat visits to the site. AgManager.info also contains decision-making tools, such as budget spreadsheets, and data sets that can encourage the agricultural industry to view AgManager.info as the most comprehensive and widely used university-sponsored website for applied research and economic outreach information. I challenge you to spend some time on one of these upcoming cold days exploring AgManager.info to see for yourself all the tools that we offer you to help meet your operations goals.

Office Hours Changes

Mondays........ 8:00 - 12:00 and 1:00 - 5:00 closed
Tuesday-Friday......... 8:00 - 5:00

Holiday Office Hours

Thanksgiving: Closed Thursday, November 28 & Friday, November 29
Christmas & New Years: We will be closed Tuesday, December 24 through Wednesday, January 1
Considerations For Fall Applications of Anhydrous Ammonia

Soils across most of Kansas are now cool enough to allow producers to apply anhydrous ammonia for their 2020 corn crop as our average 4-inch soil temperatures was below 46 degrees during the middle of Nov. This practice has some appeal to producers. For one thing, fall fertilizer application spreads out the workload so there’s more time to focus on corn planting in the spring. Secondly, wet conditions in the spring sometimes prevents producers from applying lower-cost anhydrous ammonia ahead of corn planting, and forces them to apply more expensive sources after planting. Equally important for many producers have been issues with anhydrous ammonia availability at times in the spring. Despite those advantages, producers should be aware that there is potential for higher nitrogen (N) loss in the spring following a fall application, as a result of nitrification of the ammonium during late winter and very early spring and subsequent leaching, or denitrification.

Summary

The bottom line is this: If anhydrous ammonia is to be applied in the fall, there are a number of factors that must be considered, including soil texture, temperature, and soil moisture. Consider the following guidelines:

- Do not apply anhydrous ammonia in the fall on sandy soils.
- On silt loam or heavier-textured soils, wait to apply anhydrous ammonia until soil temperatures at the 4-inch depth are below 50 degrees F (records indicate in most years this will be in November).
- Use a nitrification inhibitor such as N-Serve with anhydrous ammonia to help reduce fall nitrification rates.
- To check the soil temperature in your area visit the K-State Research and Extension Weather Data Library at: http://mesonet.k-state.edu/agriculture/soiltemp/

What Producers Should Be Thinking About In January …..

BEEF — Tips by Dale Blasi, Extension Beef Specialist

Cow herd management

* Historically, cull cow prices have increased during the next two or three months. Check your breakevens.
* Continue feeding or grazing programs started in early winter. Weather conditions may require wrapping up grain sorghum and cornstalk field grazing. Severe winter weather may begin to limit crop residue utilization, so be prepared to move to other grazing and feeding systems
* Supplement to achieve ideal BCS at calving.
* Use this formula to compare the basis of cost per lb. of crude protein (CP): Cost of supplement, $ per hundredweight (cwt.) ÷ (100 X % CP) = cost per lb. of CP.
* Use this formula to compare energy sources on basis of cost per lb. of TDN: Cost, $ per ton ÷ [2,000 X % dry matter (DM) X % TDN in DM] = cost per lb. of TDN.
* Control lice; external parasites could increase feed costs.
* Provide an adequate water supply. Depending on body size and stage of production, cattle need 5-11 gallons (gal.) of water per head per day, even in the coldest weather.
* Sort cows into management groups. BCS and age can be used as sorting criteria. If you must mix age groups, put thin and young cows together, and feed separately from the mature, properly conditioned cows.
* Use information from forage testing to divide forage supplies into quality lots. Higher-quality feedstuffs should be utilized for replacement females, younger cows, and thin cows, that may lack condition and that may be more nutritionally stressed.
* Consult your veterinarian regarding pre- and post-partum vaccination schedules.
* Continue mineral supplementation. Vitamin A should be supplemented if cows are not grazing green forage.
* Plan to attend local, state, and regional educational and industry meetings.
* Develop replacement heifers properly. Weigh them now to calculate necessary average daily gain (ADG) to achieve target breeding weights. Target the heifers to weigh about 60%-65% of their mature weight by the start of the breeding season. Thin, lightweight heifers may need extra feed for 60-80 days to “flush” before breeding.
* Bull calves to be fed out and sold in the spring as yearlings should be well onto feed. Ultrasound measurements should be taken around one year of age and provided to your breed association.
* Provide some protection, such as a windbreak, during severe winter weather to reduce energy requirements. The LCT is the temperature at which a cow requires additional energy to simply maintain her current body weight and condition. The LCT for cattle varies with hair coat and body condition. Increase the amount of dietary energy provided 1% for each degree (including wind chill) below the LCT.
Winter Gardening Tips

Winterizing Roses

Though most shrub roses are hardy in Kansas, other types of roses can be more tender. For example, the hybrid teas have certain species in their ancestry that originated in the warm climate of southern China. These roses need protection to reliably survive Kansas winters. Mound soil or compost about 8 to 10 inches high around each plant. If using soil, bring it in from another part of the garden. Do not pull it from between plants because this can damage the rose roots or make them more susceptible to cold.

Mounding is normally finished by Thanksgiving. After the ground has frozen, add a 4-inch mulch of straw, leaves or hay for further protection. More soil may be spread on top of the mulch to keep it in place. Do not add the mulch before the ground freezes or mice may invade and feed on the roses over the winter. The purpose of these coverings is not only to moderate the cold, but also to prevent warm days during the winter or early spring from stimulating growth that is tender to returning cold weather. Excessively tall canes should be pruned to a height of 36 inches and tied together to prevent them from being whipped by strong winter winds. Wind can damage the crown of the plant or loosen the surrounding soil.

Next spring, remove coverings before new growth starts. If soil was used for mounding, remove from the area so that the level of soil stays constant from year to year. Wait until after the ground thaws, or the tops may begin growing before the roots can provide water.

Garden Soil Preparation — It’s Not Too Late

Winter can still be a good time to add organic materials and till garden soils, as long as the soil isn’t frozen. It is far wiser to till now than to wait until spring when cold, wet conditions can limit your ability to work soils easily. Working soil when it is wet destroys soil structure and results in hard clods that are very slow to break down. On the other hand, dry soil may need to be watered so it can be more easily tilled. Be sure to wait several days after watering to let soil moisture levels moderate. You want the soil moist, not wet or dry, when tilling.

There is a limit to how much organic material such as leaves can be added in one application. Normally, a layer 2 inches deep is adequate with 5 to 6 inches being the maximum that can be added at one time. Shredding the material before application encourages faster and more complete decomposition due to increased surface area. Remember, soil preparation is an important key to a successful garden.

Natural Needle Drop on Spruce, Arborvitae and Pines

We are seeing very noticeable natural needle drop on some evergreens such as arborvitae, pines and especially spruce. This is a process where 2- to 4-year-old interior needles turn yellow, then brown, and eventually drop off. Those who aren’t familiar with this process often are concerned about the health of the tree. This is a natural phenomenon that occurs every year and does not hurt the tree. However, some years it is much more noticeable than others especially if trees have been under stress. In most summers, the stress is due to heat and drought but this year was likely due to too much rain restricting oxygen to the roots. Be sure to check that only the older needles are affected --the needles on the tips of the branches should look fine--and that there is no spotting or banding on the needles that are turning yellow.

Master Gardeners Spring Events

January 23  Insects in Gardening with Pam Paulsen
February 27  New Flowers & Vegetables for the Casual Gardener with Mike DeRoe
March 26  Butterfly Garden with Katie Schmidt
April 23  Trees and Shrubs with Jason Graves
June 20  Master Gardener & Friends June Bloom Tour

Please plan to attend the first four Master Gardener & Friends programs at the Extension Office each one starting at 7:00 at the Extension Office Meeting Room. Bring your questions and hope to see you there. More information on the June Bloom Tour will be in the upcoming Extension newsletters.
Facts About Grazing Stocks

The amount of grain left in the field has been reduced considerably compared to historical levels through varietal and harvest equipment improvements. However, weather conditions can result in significant ear drop or plant lodging. Before grazing, scout fields to look for piles of grain on the ground and determine if there is over 8-10 bushels of grain on the ground. If so, management steps should be taken to remove these piles prior to turning out cattle on the residue. While sorghum grain is always processed prior to feeding to crack its tough shell coat, cattle can still founder on downed grain sorghum heads.

We know that plant components indicate any grain available would have the highest CP content followed by the leaves. The cob has the lowest protein and energy value. The stalk and husks have similar crude protein content, but more energy is available from the husks than the stalks due to the lower lignin content. In general, leaves from sorghum residue have higher CP content than corn leaves. The stalks of corn and sorghum are similar in CP, but digestibility is somewhat higher in sorghum than corn.

Duration of grazing
To ensure adequate residue remains on the field after grazing, we can use animal weight and grain yield to determine the amount of grazing available. Cattle will readily remove approximately 15% of the residue (leaves and husk), but can be forced to remove more if desired. The goal should be to leave at least ½ of the total amount of residue on the field. If an irrigated corn yield is 180 bu/acre, a rule of thumb is to divide by 3.5 to get grazing days for a 1200-pound cow. In this case, 180 bu/acre corn residue should provide approximately 51 days of grazing (180/3.5 = 51) for a 1200 lb cow. The harvest index (grain production/total biomass) is similar for both corn and grain sorghum (1.6%). So an 85 bus/acre dryland sorghum divided by 3.5, would provide approximately 24 days of grazing (85/3.5 = 24). A lactating cow or a heavier cow will consume more dry matter and the days of grazing would be adjusted downward.

Selective grazing
Cattle will selectively graze the crop residue, eating the highest quality portions first, grain then leaves and husks. Depending on the stalking rate, amount of grain available, and nutrient demands of the cows, no energy or protein supplementation may be needed early in the grazing period for dry cows with a body condition score of 5 or more and grazing as described above. Weathering and trampling will decrease quality over time and this loss is greater with moisture and high humidity.

Soil compaction considerations
Cattle will cause soil compaction in paths leading to and around a water source. These compacted areas will only be surface compaction in the top 2-inches of soil. These compacted areas can be remedied by shallow tillage or spreading manure on the trafficked area if no-till is used. Results on soil compaction from grazing have shown mixed results. A study near Bushland, TX found surface compaction in a no-till system reduced crop yield after several years of grazing. While grazing studies from Nebraska found no increase in compaction and increased crop yield. Studies from western Kansas found compaction to only occur in the top two inches when grazing occurred on wet soils and shallow tillage removed any compaction. Compaction will be less on frozen, dry, sandy soils. It is best to remove cattle from the field to a nearby perennial pasture if the field is wet and not frozen. Also, the producer should be open to using shallow tillage should compaction occur.

Nutrient removal from grazing
Another common concern about grazing residue is nutrient removal. Nutrient removal will vary by the type of animal, with a growing calf requiring more nitrogen than a mature dry cow. Dry cows will typically be used to graze residue, which will remove between 1 and 2 lbs of N per acre (depending on crop yield) and few other nutrients. Crop residue is low in phosphorus (P); thus producers will likely supply a free-choice mineral, resulting in an increase in the amount of P and calcium left in the field. Wind will blow leaves and husks blow off fields, but manure remains in place.

Annual Cow-Calf School

February 20, 2020
6:00 p.m.
Steak dinner
4-H Building, 710 West Woodside, McPherson KS

Make plans now to attend the Annual Cow-Calf to be held on February 20 starting at 6:00 with a steak dinner and program to follow. Be watching for more details in future Extension newsletters.
The busy holiday season is here and we are finishing up the first semester of school! Though this is a slower time in 4-H, there are still many things that need to be accomplished. FIRST... are you even enrolled?! Please remember that each 4-H'er MUST be enrolled online! Head to https://ks.4honline.com and log into your family profile. You will then edit individual family members to re-enroll them! If you have problems or questions, just ask! Please make sure to read this newsletter closely as your next one will not come out until February! We will be well on our way to a successful 4-H year by then!

~Lindsey

Adult Chaperones Needed!

Are you willing to serve as a Chaperone for Regional and State Events? We are looking for chaperones for several events including NELE, CIA, Discovery Days, 4-H Camp and more! Please complete the Adult Chaperone Application found at www.mcpherson.ksu.edu under 4-H Youth Development, Forms and Resources. By completing the application you have let us know that you are willing and interested in serving as a chaperone; it does not commit you to serving. Thank you for helping make these events successful for our 4-H members!

4-H Fair Theme

Don't forget about the 4-H Fair Theme Contest! Be thinking of your ideas today to present to your club!

— Each club will submit one theme to the Extension Office by February 3
— 4-H Council will decide on the top 3 themes
— Each 4-H member can vote on their favorite theme at 4-H Club Day (March 7).

Mitten Tree

4-Her's are encouraged to bring cold weather items (coats, hats, scarves, gloves, socks, or monetary gifts) to Home State Bank and Trust's Community Mitten Tree between Thanksgiving and Christmas. The tree is located in the lobby at their Main and Euclid location. Donations can also be dropped off at the Extension Office. The items will be distributed to all the elementary schools in McPherson County. Thank you to you the K-State Wild Kids 4-H Club for helping set up and carry out this community service project!
Loaves and Fishes

There are still dates to fill for serving Loaves and Fishes in February. February 9 is empty while Feb 2 and 16 have one club. Call or email Terra, tregehr@ksu.edu for more information and to sign up for this serving opportunity!

OzSome 4-H Camp

Mark your calendars!!! OzSome 4-H camp will be held June 16-19, 2020. More details for campers and counselors will be available the first part of the year.

4-H Club Day
An Event for Everyone!!!

This event will again be combined with Marion and Harvey County. It will take place on Saturday, March 7 at Chisholm Middle School in Newton. Please be thinking about what you would like to participate in as registration will open in January. All registration will be done online this year. Watch your email and February Clover Corner for registration links. Information on divisions available can be found at: www.mcpherson.ksu.edu under 4-H Youth Development, Events. If you have questions or need ideas, contact Lindsey!

Club Goals

Each year, clubs set goals as to what they hope to accomplish for the year. These are due on January 15. Clubs decide if they want to go for a club seal and what level they would like to try to achieve. This is usually decided by a committee made up of youth and adults, but it can be discussed at a club meeting.

Once a decision is made on which seal to aim for, it is up to all members of the club to help achieve those goals. This means doing your part by participating in 4-H events, doing presentations, completing your record book, and attending club and project meetings!

County-Wide Committees/Council Date

County-Wide Committees

4-H Day, Officer Training, Social Events, Fair Fun Events... these are some of the events and activities planned by county-wide committees! Anyone can be on a committee, or as many committees as they wish! Sign-up is found on our website www.mcpherson.ksu.edu under 4-H Youth Development, Forms and Resources or can be picked up at or emailed from the Office. Sign-up has been extended to January 3. Please share with club members and families! Each council rep must be on at least one committee, but everyone is welcome!

County 4-H Council

The next Council Committee will be December 5 at 7:00 p.m. followed by February 6 at 7:00 p.m.

Junior Leader Happenings

Watch your email for upcoming announcements! There is a Doodle Poll for our Christmas Activity.

Also, mark your calendar for Monday, January 27 when Jr. Leaders will be serving the Conservation District Annual Meeting dinner. Everybody’s help is needed! Look for more details soon!

NELE- Check out the information on NELE on the next page! This is a great opportunity for all Junior Leaders! We will also be looking for an adult to attend with the youth and help drive our county group. Let Lindsey know if you are interested!

Remember, all Jr. Leaders activities are open to youth 12 and older! Invite your fellow club members and other 4-H Friends!

2019 KAPs

4-H Members that were Project Champions in the Senior Division and will be submitting a KAP to the area judging, please remember that those books will be due to the Extension Office on January 14.

If you would be interested in learning more about KAPs, helping with Area judging would be a great opportunity! McPherson County is able to bring up to three volunteers. This judging will be in Manhattan on January 16. Please contact the office as soon as possible if you are able to help.

Attention Volunteers...

STEM TRAINING

An exciting opportunity is happening super close to home! A training will be held at the K-State Polytechnic Campus for any adult volunteer interested in providing STEM opportunities to youth. NO experience necessary! We will be looking at STEM topics with experts on Campus and finding ways to bring these to our youth locally.

McPherson County is able to receive a grant up to $100 to host a STEM experience for Youth if we have at least one adult attend the training and plan an experience. Training dates (choose one) will be January 8 and 14 from 9:15 a.m. – 3:30 p.m. on the Salina Campus. Please contact Lindsey for more details on this opportunity. Hurry- space is limited and spots are filling quickly!! Lindsey will also be in attendance as these trainings are in conjunction with a Kansas 4-H Innovation Grant she received in conjunction with Central Kansas District 4-H!
State Jr Producer Days! (Sheep and Beef)

Junior Beef Producer Day is scheduled for Saturday, February 29, and Junior Sheep Producer Day will be hosted on Saturday, March 14. Visit the K-State Youth Livestock Program Facebook page and website (www.asi.k-state.edu/research-and-extension/youth-programs) for further details and registration information! A YQCA session will take place at the conclusion of each junior producer day to fulfill your training requirement for the year.

Horse - 4-H Horse Panorama will be held on January 24-26! Registration info and a tentative schedule are available online: http://www.kansas4-h.org/events-activities/conferences-events/horse/ Registration is Due January 15.

The state horse judging contest will be held Friday, March 6 in conjunction with Equifest in Salina.

NELE
Northeast 4-H Leadership Event

The annual Northeast 4-H Leadership Event will be held at Rock Springs 4-H Center on Saturday, January 18, 2020. NELE is led by Northeast Area Youth Leadership Council Representatives for 12-18 year olds. Delegates can sign up for multiple classes throughout the day with many options for everyone. Don’t miss this opportunity to meet new people and learn many new leadership skills. Attending NELE will help you broaden your circle of friends in your area while helping you get ideas for the 4-H year ahead! Registration information can be found online at: http://www.kansas4-h.org/events/index.html

Scholarships for youth and adults are available! Please contact Lindsey for more information - we will be trying to get a group together to carpool to Rock Springs for this beneficial day!

Kansas 4-H Scholarships

4-H members wanting to apply must have completed applications to the Extension Office by Thursday, January 23, 2020.

ALL Scholarships submitted must be turned into the Extension Office for review and submission.

Scholarship selection is based on:

- 4-H Leadership- 40%
- 4-H Citizenship/Community Service- 30%
- 4-H Participation, Recognition- 20%
- Non 4-H Citizenship, Leadership & Recognition- 10%

Graduating seniors and college students are encouraged to apply.

Once posted the 2020 form will be found at http://www.kansas4-h.org/resources/4-h-library/awards-and-recognition/scholarships.html

CWF

Citizenship Washington

Focus is an amazing opportunity for 4-H members between 15 and 18 years old!

This trip will now be offered on ODD numbered years (June 2021). Stay up to date with info at: http://www.kansas4-h.org/events-activities/national-regional-events/citizenship-washington-focus/index.html

Citizenship in Action
February 16-17, 2020

Would you like to have more influence in laws and rules that affect your life? Then you’ll want to go to Kansas 4-H Citizenship in Action! This two day event sponsored by the State 4-H Youth Leadership Council, will be held Sunday, February 16 through Monday, February 17, 2020 at our State Capitol, Topeka. All youth 13 to 18 years old by January 1, current year are eligible to attend.

The purpose of the event is for Kansas youth to learn how the state legislative process works and how their voice and participation in decision-making can make a difference in their local communities. The legislative visit will not only familiarize youth with the capitol building, but will also show them how they can affect the legislative process.

Registration will be available online: http://www.kansas4-h.org/events-activities/conferences-events/citizenship-in-action/index.html

Get Published

Have project news or reports of fun 4-H happenings? Get them to Lindsey to publish in the upcoming Clover Corner. The next issue will be printed for February, please email or bring in any articles to Lindsey by January 17.
Do You Have Renter’s Insurance?

When disaster strikes, it doesn’t differentiate between rented buildings and owned homes. Renters face the same risk as homeowners. Your landlord may have insurance, but it only protects the building structure, not the personal items inside. Renters insurance can protect your belongings in case of disaster.

There are several types of residential insurance policies. The policy is designed for renters covers losses to your personal property from 16 types of perils: Fire or lightning, Windstorm or hail, Explosion, Damage caused by aircraft, vehicles; Smoke, Vandalism, Theft, Weight of ice, snow or sleet; Water damage – basically almost anything. Except, Floods and Earthquakes which require a separate rider.

**Actual cash value vs. replacement cost:** Always tell your agent about the valuable items you own. One thing to consider is whether the insurance company will offer "actual cash value" (ACV) or "replacement cost coverage" for your belongings. As the name implies, ACV coverage will pay only for what your property was worth at the time it was damaged or stolen. So, if you bought a television five years ago for $500, it would be worth significantly less today. While you’d still need to spend about $500 for a new TV, your insurance company will pay only for what the old one is worth, minus your deductible.

Replacement cost coverage, on the other hand, will pay what it actually costs to replace the items you lost (minus the deductible). In some regions, most insurers write ACV coverage. In others, they’ll quote you replacement cost coverage by default. Replacement cost coverage will cost you more in premiums, but it will also pay out more if you ever need to file a claim. Let your agent know about any particularly valuable items you have. Jewelry, antiques and electronics might be covered only up to an amount that won’t pay for their replacement.

**Keeping your premium low.** Just like any other type of homeowners insurance policy, your renters insurance premium depends on a number of factors: where you live, your deductible, your insurance company and whether you need any additional coverage. But, it is very affordable! Please, if you rent, purchase Renter’s Insurance so you are covered.

Hand Washing is Important

Hand washing can keep you healthy during this festive holiday season. In case your family has told you, the cold and flu season are back, stronger than ever. And, with the delay in getting the flu vaccine, it is more important than ever to practice good hand washing to prevent the spread of viruses as well as reduce the risk of food borne illness.

So, just how do you wash your hands the “correct way”? Here’s the basics:

☆ Use warm water and soap. Antibacterial soap isn’t necessary.
☆ Rub and scrub between fingers, under fingernails, and backs of hands. Sing “Jingle Bells” or “Happy Birthday” as you wash. These songs take about twenty seconds—which is what you need—twenty seconds of friction for thorough cleaning.
☆ Rinse well and dry with disposable paper towels or a clean cloth towel.

The Holidays are Coming!

It’s here once again! The Holiday season is gearing up to help family and friends celebrate. Make your holiday meals safe with good food handling practices. Making a plan ahead of time can reduce the stress that typically accompanies the season.

To help survive multiple holiday parties, here are some tips:

- Think first – “Do I really like this?” “Is this on my list of favorites?”
- Taste next – Ask yourself, “Is it as good as I thought it would be?” If not, don’t eat it.
- Eat a small meal before the party to curb hunger.
- Don’t forget to exercise to reduce stress and burn calories.
- Practice moderation, not deprivation.
- Concentrate on the non-food features of the party, like music and conversation.
- Be realistic and work to maintain weight, not weight loss.
Assemble Car Safety Kit for Winter

Now is a good time to assemble a car safety kit for winter.

The kit should include an ice scraper and snow brush; flashlight with extra batteries; empty coffee can with candles and matches (for warmth); sleeping bag or blankets; reflective emergency blinker; bright tie that can be attached to an antenna; small shovel; rain gear and extra clothes (such as mittens, socks and warm cap); bag of sand, cat box litter or traction mats (in case you get stuck); tow rope or cables; pair of jumper cables; basic first aid kit; pocket knife; small tools (including a screwdriver, plier, hammer and wrenches); and non-perishable food (like cereal bars or a jar of peanut butter and some crackers).

A good idea for travelers is to bring along water, or easy-to-open canned fruit or vegetable juices to help keep the body hydrated.

‘Budget’ Time To Reduce Stress

Learning how to budget time is similar to learning how to budget money. With the holiday season rapidly approaching, activities increasing...Here are some tips to develop a personal time management plan.

- Keep a written log to show where time goes. Keep an honest and detailed record of every half hour for a day or two.
- List your activities. Include flexible activities (tasks done at any time) and inflexible tasks.
- Estimate the time needed to complete each task.
- Consider available time. Decide where changes can be made if the time needed is greater than the time available.
- Rank importance of tasks. Include your long- and short-term goals.
- Decide when and where to begin. Write down a to-do list for the day, leaving some catch-up periods. Check off each task with completion.

Registration: $40.00 will cover meals & program materials

* local scholarships may be available

Register for the series by visiting: www.AgManager.info under “Events” or contact the McPherson County Extension Office 620-241-1523

Registration Deadline: December 31

Closet Clutter!

We often hang onto all our clothes, packing more and more into overcrowded closets. Most clothing needs 2 to 3 inches of space for hanging to prevent becoming crushed and wrinkled, but this can vary depending on the length and width of the garment. If your closet is crammed and cluttered, read on!

How do you tame the closet clutter? There are countless ways to cut closet clutter—and you don’t have to star in a make-over TV show or spend a fortune on fancy equipment to get organized. Just get started.

Ten Things to Get Rid of NOW

- Clothes we don’t wear are clutter! Here are ten things to get rid of now to free-up more space in your closets:
  - Anything with a stain, hole or tear.
  - Clothing or accessories you like, but which look funny or unflattering on you.
  - Purses you no longer use.
  - Outdated clothing or accessories.
  - Ratty weekend clothes.
  - Clothing that does not fit.
  - Worn out shoes.
  - Anything of lower quality than the rest of your wardrobe.
  - “Dead” lingerie- stretched out, faded, torn, limp, etc.
  - That “good” coat that will not fit over your other clothes.
RETURN SERVICE REQUESTED

AGENT CONTACT INFORMATION

Jana McKinney
County Extension Agent
Family & Consumer Science
jmckinne@ksu.edu
Radio: Wednesday, 7:25 a.m.

Lindsey M. Mueting
County Extension Agent
4-H Youth Development
lmueting@ksu.edu

Shad Marston
County Extension Agent
Agriculture and Natural Resources
smarston@ksu.edu
Radio: Friday, 7:25 a.m.

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