



County of Fresno

FRESNO COUNTY PUBLIC LIBRARY

Date: January 9, 2026

To: Paul Nerland, County Administrative Officer

From: Sally Gomez, County Librarian

Subject: Approval To Celebrate/Recognize Upcoming Holidays

In accordance with Administrative Policy 81 (AP 81) – *Department Celebrations and Recognitions*, this memorandum requests authorization for the Fresno County Public Library (FCPL) to participate in activities recognizing the following holidays:

- **Ramadan** – a holy time of fasting, prayer, and reflection in the Muslim culture
- **Groundhog Day** – the emergence of a groundhog thought to predict the end/continuance of winter weather

FCPL regularly provides educational, cultural, and seasonal programming consistent with its mission to serve Fresno County's diverse communities. Observance-related activities for Ramadan would support cultural awareness and inclusion, while Groundhog Day's activities offer a traditional, educational opportunity commonly incorporated into library programming.

All activities would be voluntary, appropriate to the workplace, and supported by educational displays, informational programming, and staff engagement efforts that do not disrupt normal operations. No additional costs or staffing impacts beyond routine operations are anticipated.

Please advise if additional information or documentation is required; and approval of this request would be greatly appreciated.

APPROVED

DENIED

Paul Nerland
County Administrative Officer



COUNTY OF FRESNO

DEPARTMENT CELEBRATION REQUEST FORM

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Celebration date(s):

02/17/26-03/19/26

Celebration theme:

Ramadan: a holy time of fasting, prayer, and reflection for Muslims. Muslim culture

Has the Department undertaken this celebration in the past? Yes No

If yes, please explain: FCPL has celebrated Ramadan for many years

Number of staff expected to participate:

35

Estimated cost:

0

What will the celebration entail?

Ramadan will be used as a theme in the months of February and March for programs, displays, booklists, website announcements, social media posts, and other related activities. Additionally, the theme may be used in programming and displays throughout the year.

What is the public purpose of the Celebration?

This theme will be used to engage with the public and highlight library resources.

Department head or designee name: Sally Gomez

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Department head or designee signature and date

Department contact for questions: _____

CAO Review:

[Signature]

[Sign] Double click!

CAO signature and date



COUNTY OF FRESNO

DEPARTMENT CELEBRATION REQUEST FORM

[Email Me]
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Celebration date(s):

02/02/26

Celebration theme:

Groundhog Day

Has the Department undertaken this celebration in the past? Yes No

If yes, please explain: FCPL has celebrated Groundhog Day for many years.

Number of staff expected to participate:

35

Estimated cost:

0

What will the celebration entail?

Groundhog Day will be used as a theme in the month of February for programs, displays, booklists, website announcements, social media posts, and other related activities. Additionally, the theme may be used in programming and displays throughout the year.

What is the public purpose of the Celebration?

This theme will be used to engage with the public and highlight library resources.

Department head or designee name: Sally Gomez

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Department head or designee signature and date

Department contact for questions: _____

CAO Review:

(Handwritten Signature)

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CAO signature and date