



County of Fresno

FRESNO COUNTY PUBLIC LIBRARY

Date: December 15, 2025
 To: Paul Nerland, County Administrative Officer
 From: Sally Gomez, County Librarian 
 Subject: Approval for Event Programming at the Fresno County Public Library

Please accept this memo as a written request of authorization as required by *AP81- Department Celebrations and Recognitions* for the Fresno County Public Library (FCPL) to participate in the following programs during the months of January through February 2026:

1. **Valentine's Day Celebrations**

FCPL branches plan to participate in the annual celebration of Valentine's Day through themed programming, displays, and outreach that promote literacy through reading recommendations, writing activities, and intergenerational engagement. This tradition has become a valued staple amongst both library staff and the diverse communities they serve.

2. **Pop-Up Prom Donations**

These charitable clothing donations support youth and families by providing access to formal attire for students who may otherwise be unable to participate in milestone events such as prom. By serving as a community collection and distribution point, FCPL helps reduce financial barriers, promotes equity, and strengthens partnerships with schools, local organizations and FCPL. Additionally, prom as a theme may be used in displays and programming throughout the year and to coincide with the school prom season.

3. **Braille Day**

Participation highlights the importance of accessibility, inclusion, and equitable access to information for individuals who are blind or visually impaired. Recognizing this day allows the Library to raise awareness of Braille literacy, showcase accessible resources and services, and reaffirm the County's commitment to serving residents of all abilities.

The approval of FCPL's participation in these programs would be greatly appreciated. Please advise if further information or documentation is needed.

Thanking you in advance for the consideration.

APPROVED DENIED 12/16/25

2420 Mariposa Street / Fresno, California 93721-2285 / (559) 600-7323/ Fax (559) 600-7628

www.fresnolibrary.org

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COUNTY OF FRESNO

DEPARTMENT CELEBRATION REQUEST FORM

[Email Me]
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Celebration date(s):

01/04/26

Celebration theme:

World Braille Day, Braille

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

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

Number of staff expected to participate:

35

Estimated cost:

0

What will the celebration entail?

World Braille Day will be used as a theme in the month of January 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]
CAO signature and date

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COUNTY OF FRESNO

DEPARTMENT CELEBRATION REQUEST FORM

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Celebration date(s):
02/01/26-02/28/26

Celebration theme:
Pop-Up Prom Shop, Prom

Has the Department undertaken this celebration in the past? Yes No
If yes, please explain: Pop-Up Prom has been an annual FCPL event since 2021.

Number of staff expected to participate: <u>8</u>	Estimated cost: <u>\$0</u>
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What will the celebration entail?
Pop-Up Prom Shop 2026 will consist of 5 events at different FCPL branches where patrons can browse a selection of donated formal wear outfits and accessories to select and keep for prom and other High School formal events. This event is intended for High School students and not for adults looking for formal wear. Additionally, the prom theme may be used throughout the year for various displays and programs.

What is the public purpose of the Celebration?
This event will provide a no-cost option for Fresno County teens to receive formal wear so they can participate in prom and other High School formal events. It will also introduce teens to the Fresno County Public Library and the information service available to them.

Department head or designee name: Sally Gomez

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Department head or designee signature and date

Department contact for questions: _____

CAO Review:

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CAO signature and date



COUNTY OF FRESNO

DEPARTMENT CELEBRATION REQUEST FORM

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Celebration date(s):

02/14/26

Celebration theme:

Valentine's Day

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

If yes, please explain: FCPL has used Valentines Day as a theme for programs and displays for many years.

Number of staff expected to participate:

35

Estimated cost:

0

What will the celebration entail?

Valentine's Day will be used as a theme for programs, displays, booklists, website announcements, social media posts, and other related activities.

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:

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