



Administrative Policies and Procedures

Policy Title: Religious Observance for Board and Commission Meetings	Policy Number: 103
Effective: 1/10	
Supersedes: APR 103 dated 11/04	
Approval: <i>Roger W. Frasey</i>	Page 1 of 2

1. Purpose

The purpose of this policy is to ensure that Council regular meetings, work sessions, committee meetings, and board and commission meetings are not set on days of religious observances. This policy is established to recognize and respect a diverse community and citizens who serve the City of Ann Arbor.

2. Policy

It is the policy of the City that no meetings will be scheduled on days of religious observances. The City wants to encourage public participation and not discourage any member of the public or of an official body of the City from being able to attend meetings due to a religious holiday observance.

3. Procedure

There will be no City Council or Planning Commission meetings scheduled on days of religious observances. To the extent possible, other City boards and commissions will reschedule meetings that regularly fall on religious observance dates. For those religious observances that span multiple days, special attention will be given to significant dates either at the beginning or the end of the religious observance.

Since many religions celebrate observances based upon a lunar calendar, starting dates for religious observances will vary from year to year. Therefore, annually, the City Clerk will determine the official religious observance dates. The City Clerk will provide, on or before December 15 of each year, a listing of the following religious observances for the upcoming year:

Passover
Good Friday
Easter
Rosh Hashanah
Ramadan
Yom Kippur
'Id al Fitr
'Id al Adha
Christmas

Once the dates are determined and posted, each entity will reschedule meetings in honor of the religious observances.