

Seating and Audio/Visual options for all conference rooms

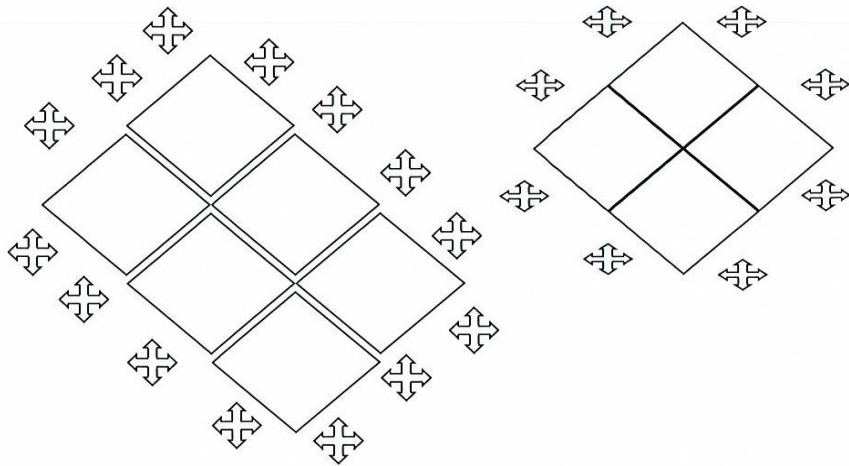
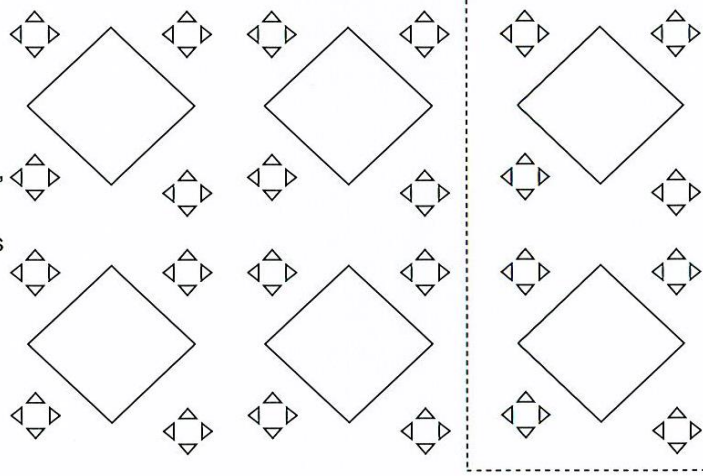
You must reserve the laptop, TV or projector and conference phone through Joan/Shelia

Room	Seating Available	Phone Number	Speaker Phone capabilities	Internet Connection	Multimedia Choices	Sound System
Auditorium	220 (47 in front)	176	reserve conf phone	Wireless and 1 wired connection	Projector, DVD, VCR, or Elmo available in room. Bring laptop if needed	Dedicated system with wireless & wired mic
Cafeteria	100+	use phone in MJM	Use MJM's 294 and reserve conf phone	Wireless	Request portable projector, laptop and screen from Switchboard	Dedicated system with wireless & wired mic
Conference Room A	40	159	Speaker Phone installed in room	Wireless and 1 wired connection	Projector with screen, laptop & video meeting equipment available in room	Wall Speakers. Video meeting equipment has mic.
Conference Room B	40	158	Speaker Phone installed in room	Wireless and 1 wired connection	55" TV, Laptop, DVD and H.323 video meeting equipment in room.	TV Speakers. Video meeting equipment has mic.
Conference Room C	15-20	157	Speaker Phone installed in room	Wireless and 1 wired connection	75" TV, laptop & video meeting equipment available in room	TV Speakers. Video meeting equipment has mic.
Library	14-24 See Seat Chart Below	214	Speaker Phone installed in room	Wireless and 1 wired connection	Request portable projector & laptop from Switchboard	
MJM	16	294	reserve conf phone	Wireless	55" TV and DVD in room. Bring Laptop.	
Wherele	30	See Wienker		Wireless	Portable Projector or TV on cart	
Education Conference Room	40	155	Speaker Phone installed in room	Wireless and 1 wired connection	55" TV, DVD and H.323 video meeting equipment in room. Bring Laptop.	TV Speakers. Video meeting equipment has mic.

	Conference Room B	Family Ministries	Storage	Conference Room A	Wienker
Hallway					
Stairwell	Guest Room		Youth Ministry	Conference Room C (Huddle Room)	Archives Annex
Archives					

Library Table Conformations

Up to 6
Individual 42"
Square
Tables: Seats
24 with
matching
chairs.



Conference table setup can seat up to 14 with 6 tables. Tables can be set diagonally or perpendicular to walls. Additional folding tables can be added to make T's or squares to seat additional. Only Maintenance Personnel are permitted to move tables in the Library.