

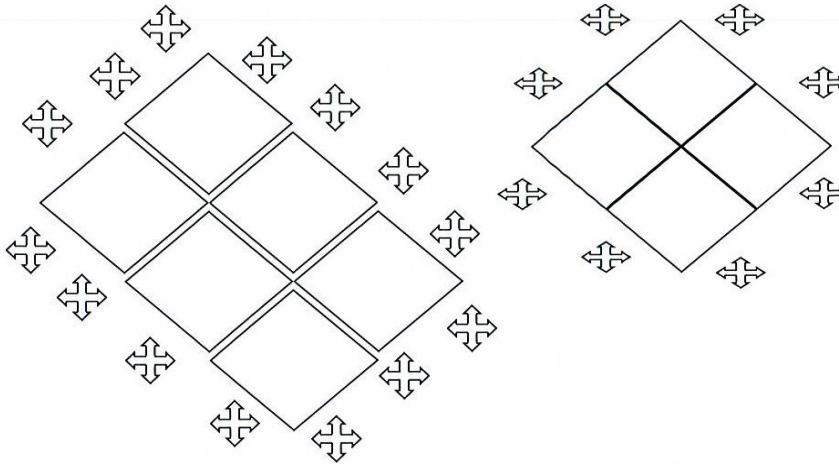
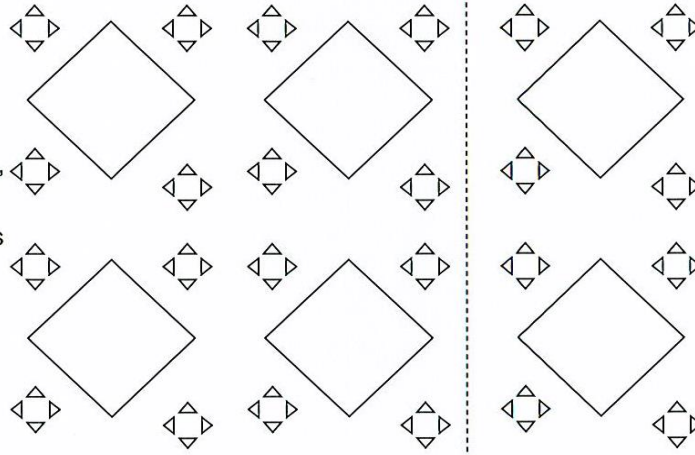
Seating and Audio/Visual options for all conference rooms

Room	Seating Available	Phone Number	Speaker Phone capabilities	Internet Connection	Multimedia Choices	Sound System
Auditorium	220 (47 in front)	176	Sign into Teams and use laptop connected to projector	Wireless and 1 wired connection	Projector, DVD, VCR. Bring laptop if needed	Dedicated system with wireless & wired mic
Cafeteria	80-120	Use Teams on your laptop.	Sign into Teams and use laptop	Wireless	Request portable projector, laptop and screen from Switchboard	Dedicated system with wired mic
Conference Room A	16	159	Sign into Teams and use laptop connected to projector	Wireless and 1 wired connection	Projector with screen, laptop & video meeting equipment available in room	Speakers. Video meeting equipment has mic.
Conference Room B	20	158	Sign into Teams and use laptop connected to TV	Wireless and 1 wired connection	55" TV, Laptop, and DVD	TV Speakers. Video meeting equipment has mic.
Conference Room C	12	157	Sign into Teams and use laptop connected to TV	Wireless and 1 wired connection	55" TV, DVD, laptop & video meeting equipment available in room	TV Speakers. Video meeting equipment has mic.
Library	14-24 See Seat Chart Below	Use Teams on your laptop.	Sign into Teams and use laptop	Wireless and 1 wired connection	Request portable projector & laptop from Switchboard	
MJM	12	294	Sign into Teams and use laptop connected to TV	Wireless	55" TV and DVD in room. Bring Laptop.	TV Speakers
Education Conference Room	16	155	Sign into Teams and use laptop connected to TV	Wireless and 1 wired connection	75" TV and DVD in room. Bring Laptop. Video meeting equipment available in room	TV Speakers. Video meeting equipment has mic.

Conference Room B		Kitchenette	Storage		Conference Room A		Education Conference Room			
Hallway										
Stairwell to exit & restrooms	Guest Room		Faith Formation Office	Faith Formation Office	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.