



## Meeting Spaces

The Kalamazoo Community Foundation is pleased to share our building with the community through use of our meeting spaces.

Conference rooms are designed to host gatherings that require tables and chairs. We cannot accommodate events that require an open space without furniture. Our meeting spaces do not have video conferencing technology, but telephone conferencing is possible. Please select a room that will accommodate your meeting size and needs. All conference rooms are Americans with Disabilities Act (ADA) accessible.

These are the meeting spaces available for use and information about their amenities, location in the building\*, and accessibility.



### Lawrence Community Room

**Capacity** 30

**Location** Depot / Second Floor

**Accessibility** Two flights of stairs or small elevator

- Square conference room table with two outlets per table
- Tables can have smaller configurations
- Two auxiliary tables (one round, one rectangular)
- Small service counter for coffee, etc.
- Two 65 inch television screens with [ClickShare](#) wireless presentation system
- Wireless network connection (must supply own laptop)
- Easel and dry-erase boards



### William F. Little Room

**Capacity** Up to 12

**Location** Depot / First Floor

- One table
- Up to 12 chairs
- Epson Interactive Projector with dedicated computer
- Wireless network connection (must supply own laptop)



### **Burton H. Upjohn Room**

**Capacity** Up to 8

**Location** Warehouse / Main Corridor

- Conference table with eight chairs
- One 46 inch television screen with [ClickShare](#) wireless presentation system
- Wireless network connection (must supply own laptop)
- Dry-erase wall



### **The DeNooyer Room**

**Capacity** Up to 8

**Location** Warehouse / Main Corridor

- Conference table with eight chairs
- One 46 inch television screen with [ClickShare](#) wireless presentation system
- Wireless network connection (must supply own laptop)
- Dry-erase wall

\* We refer to the two-story space at the north end of our building as the Depot. We refer to the long, single-story space at the south of our building as the Warehouse.