

# Steven A. Minter Conference Center

## The Cleveland Foundation

Established in 1914, the Cleveland Foundation is the world's first community foundation and the nation's third-largest today, with assets of \$1.9 billion and 2007 grants surpassing \$85 million. The foundation improves the lives of Greater Clevelanders in perpetuity by building community endowment, addressing needs through grantmaking, and providing leadership on vital issues. Currently the foundation proactively directs two-thirds of its flexible grant dollars to the community's greatest needs: economic transformation (including advanced energy and globalization), public school improvement, early child and youth development, neighborhoods and housing, and arts advancement.



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**A free meeting space for  
nonprofit organizations,  
professional associations,  
and government agencies**

## About Steven A. Minter

During nearly 30 years with the Cleveland Foundation, including 20 as president and executive director, Steve Minter's desire for a strong and vibrant community helped push both the foundation and Cleveland to new heights. The conference center that bears his name honors this lifelong dedication.



## Capacity

The conference center can accommodate a maximum of 80 people. The facility consists of one large room, which can be divided into three smaller rooms.

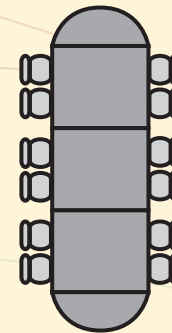
## Amenities

- State-of-the-art audio/visual equipment
  - LCD projectors and built-in projection screens
  - CD/DVD players and VCRs
  - Document camera for opaque pages or transparencies
  - Video and telephone conference calling (Charges may apply)
  - Wireless microphones
- Complimentary coffee, tea, and filtered water
- Full-service kitchen
- Lounge area for breakout sessions or refreshments

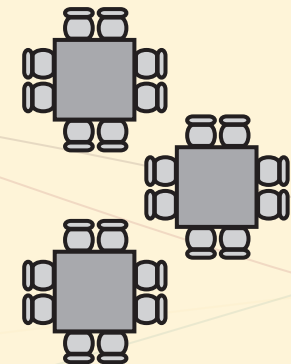
## Room Configurations

Choose from two different arrangements for the conference center.

**Boardroom Style:**  
One long table seats up to 20 people.



**Banquet Style:**  
Each small table seats eight people.



## Hours of Operation

The center is available for meetings Monday through Friday between 8:30 a.m. and 4 p.m. Requests for off-hours meetings are considered on a case-by-case basis.

To reserve the center or schedule an appointment to view the space, please call the conference center manager at 216.861.3810.