

Capitol Complex Conference Room Directory



May 2026

m MANAGEMENT
AND BUDGET

Capitol Complex Conference Room Directory

The Capitol Complex Conference Room Directory was created to aid in the scheduling of shared conference rooms among state agencies, with the majority of those in the Capitol Complex. We hope that it is helpful to you.

In this directory you will find an alphabetical listing of the buildings in the Capitol Complex and downtown St. Paul. The Capitol Complex building has descriptions of available conference rooms, and lists the capacity, equipment, and contact person for each.

If you have any changes (e.g., contact people, phone numbers, equipment), please contact **Minnesota Management and Budget** at info.mmb@state.mn.us.

Administration Building

Location/Name	Capacity	Contact	Email or phone	Technology
1st Floor				
116B	40	Facilities Management, Dept of Admin	fmd.inquiry@state.mn.us	<ul style="list-style-type: none"> • Smart board with dedicated computer and lectern • Conference phone
116C	30	Facilities Management, Dept of Admin	fmd.inquiry@state.mn.us	<ul style="list-style-type: none"> • Smart board with dedicated computer and lectern • Conference phone

Armory

Location/Name	Capacity	Contact	Email or phone	Technology
Gymnasium	2557	MSG Luke Darnauer	Luke.a.darnauer.mil@army.mil	<ul style="list-style-type: none"> • Two large screens with projectors (VTC capability if connected to Wi-Fi along with audio) • Microphone

Centennial Office Building

Location/Name	Capacity	Contact	Email or phone	Technology
Ground Floor				
**Blazing Star	30-45	Sarah Robinson	sarah.robinson@house.mn.gov	<ul style="list-style-type: none"> • In wall projector (with remote) • Laser pointer • Overhead microphones • Two TVs • Podium with microphone • Whiteboard with easel
Columbine	40	MMB Front Desk	info.mmb@state.mn.us	<ul style="list-style-type: none"> • Teams equipment

Centennial Office Building (Continue)

Location/Name	Capacity	Contact	Email or phone	Technology
Ground Floor				
Ladyslipper	40	Facilities Management, Dept of Admin	fmd.inquiry@state.mn.us	<ul style="list-style-type: none"> • 86" display monitor in front of room • Ceiling mounted microphones for the seating area • Ceiling mounted speakers • Conference phone • Dedicated computer with large wall mounted monitor • Presenter microphone • Touch control panel • Touch screen monitor at the lectern • Wall mounted speakers • Wall mounted video camera • Neck loop and head worn assisting listening devices
**Prairie Clover	15	Sarah Robinson	sarah.robinson@house.mn.gov	<ul style="list-style-type: none"> • Whiteboard • Suitable for training/presentations
3rd Floor (House)				
Phalen		Sarah Robinson	sarah.robinson@house.mn.gov	<ul style="list-style-type: none"> • Whiteboard • Ceiling Projector
Superior		Sarah Robinson	sarah.robinson@house.mn.gov	<ul style="list-style-type: none"> • Whiteboard • Ceiling Projector
4th Floor (MMB)				
Capitol View	12	MMB Front Desk	info.mmb@state.mn.us	<ul style="list-style-type: none"> • Teams equipment
Cascade	6	MMB Front Desk	info.mmb@state.mn.us	<ul style="list-style-type: none"> • Teams equipment
Central Park	24	MMB Front Desk	info.mmb@state.mn.us	<ul style="list-style-type: none"> • Teams equipment
Cedar	12	MMB Front Desk	info.mmb@state.mn.us	<ul style="list-style-type: none"> • Teams equipment
Ed Ziegler	35	MMB Front Desk	info.mmb@state.mn.us	<ul style="list-style-type: none"> • Teams equipment
Executive	12	MMB Front Desk	info.mmb@state.mn.us	MMB USE ONLY
Gooseberry	6	MMB Front Desk	info.mmb@state.mn.us	<ul style="list-style-type: none"> • Teams equipment
John Ludwig	12	MMB Front Desk	info.mmb@state.mn.us	<ul style="list-style-type: none"> • Teams equipment
Minnehaha	12	MMB Front Desk	info.mmb@state.mn.us	
Northwoods	12	MMB Front Desk	info.mmb@state.mn.us	<ul style="list-style-type: none"> • Teams equipment

****Both rooms are not reservable for outside of House use from October 1st-June 1st.**

Commerce

Location/Name	Capacity	Contact	Email or phone	Technology
Cedar	8	Front Desk	Front.Desk.COMM@state.mn.us	<ul style="list-style-type: none"> • Hybrid meeting capabilities
Grand	8	Front Desk	Front.Desk.COMM@state.mn.us	<ul style="list-style-type: none"> • Hybrid meeting capabilities
Snelling	6	Front Desk	Front.Desk.COMM@state.mn.us	<ul style="list-style-type: none"> • None
Summit	28	Front Desk	Front.Desk.COMM@state.mn.us	<ul style="list-style-type: none"> • Hybrid meeting capabilities

All these conference rooms are in a secure area on the 5th floor of the Golden Rule Building.

Fleming Field Airport - \$25.00/hour, 4-hour minimum fee plus tax (7.125%)

Location/Name	Capacity	Contact	Email or phone	Technology
Saint Paul Municipal Airport Conference Room	30-35 (50 Standing)	Airport Manager Office	651-554-3350	<ul style="list-style-type: none"> • Internet • Projector • 100" Screen • Audio Setup • Whiteboard

Freeman Building

Location/Name	Capacity	Contact	Email or phone	Technology
B144	60	Freeman Receptionist	651-201-5000 or health.olfreserve@state.mn.us	<ul style="list-style-type: none"> • Video Conferencing.
B145	60	Freeman Receptionist	651-201-5000 or health.olfreserve@state.mn.us	<ul style="list-style-type: none"> • Video Conferencing.

Rooms B144 and 145 can be combined to make enough space for 100 people. Call Darrin Mosman for training at 651-201-4491.

Judicial Center

Location/Name	Capacity	Contact	Email or phone	Technology
Ground Floor				
G01	37	Receptionist	651-297-7650	<ul style="list-style-type: none"> • Podium • Projector • Screen
G02	8	Receptionist	651-297-7650	<ul style="list-style-type: none"> • Conference calling through Polycon phone • Video monitor • 4 ClickShare buttons
G31	22-40	Receptionist	651-297-7650	<ul style="list-style-type: none"> • Zoom Teams • Conference line • Conference calling through Cresten panel • Video Monitor • Video projector • 4 ClickShare buttons • 8 tabletop microphones • 2 Meeting Owl Pros
G03	8	Receptionist	651-297-7650	<ul style="list-style-type: none"> • Conference calling through Polycon phone • Video monitor • 4 ClickShare buttons
G04	10	Receptionist	651-297-7650	<ul style="list-style-type: none"> • Zoom Teams • Conference Line • Conference calling through Polycon phone • Video monitor • ClickShare buttons • Logitech Rally Bar

Judicial Center (Continue)

Location/Name	Capacity	Contact	Email or phone	• Technology
Ground Floor				
G06	28-30	Receptionist	651-297-7650	<ul style="list-style-type: none"> • Zoom Teams • Conference line • Conference calling through Cresten panel • Video Monitor • Video projector • 4 ClickShare buttons • 8 tabletop microphones • 2 Meeting Owl Pros
Law Library Conference Room	8-10	Reference Desk	651-297-7651 askalibrarian@courts.state.mn.us	<ul style="list-style-type: none"> • Video monitor • 2 ClickShare buttons • 1 Meeting Owl
Law Library Meeting Room	4-6	Reference Desk	651-297-7651 askalibrarian@courts.state.mn.us	
2nd Floor				
Conference Room 220	16	Receptionist	651-297-7650	<ul style="list-style-type: none"> • Conference calling through Polycon phone • Hearing loop system • Video monitor • 4 ClickShare buttons
Conference Room 225	20	Receptionist	651-297-7650	<ul style="list-style-type: none"> • Conference calling through Polycon phone • Hearing loop system • Video monitor • 4 ClickShare buttons
Conference Room 230	40-50	Receptionist	651-297-7650	<ul style="list-style-type: none"> • Zoom Teams • Conference line • Conference calling through Cresten panel • Hearing loop system • 14 Tabletop electric outlets • Video projector • 4 ClickShare buttons • 22 tabletop microphones • Handheld microphone with stand • Lapel microphone • Podium with attached microphone

Minnesota Historical Society

Location/Name	Capacity	Contact	Email or phone	Technology
Irvine Room (\$250 minimum)	5-40	Special Events Office	specialevents@mnhs.org	
3M – Auditorium (\$800 minimum)	75-340	Special Events Office	specialevents@mnhs.org	

Natural Resources

Location/Name	Capacity	Contact	Email or phone	Technology
Lower Level	15-20	Marquis Wilson	651-259-5478 or Marquis.Wilson@state.mn.us	<ul style="list-style-type: none"> • 2 large monitors • Webcam • Ceiling microphones
1st Floor				
Joe Alexander	10-12	Marquis Wilson	651-259-5478 or Marquis.Wilson@state.mn.us	<ul style="list-style-type: none"> • 2 large monitors • Tabletop camera/audio • Laptop connection available
Lobby	12-18	Marquis Wilson	651-259-5478 or Marquis.Wilson@state.mn.us	<ul style="list-style-type: none"> • 3 large monitors • Webcam • Ceiling microphones • Laptop connection available
2nd Floor				
Main	10-15	Marquis Wilson	651-259-5478 or Marquis.Wilson@state.mn.us	<ul style="list-style-type: none"> • 2 large monitors • Webcam • Ceiling microphones • Laptop connection available
3rd Floor				
Main	8-10	Marquis Wilson	651-259-5478 or Marquis.Wilson@state.mn.us	<ul style="list-style-type: none"> • 1 large monitor • Webcam • Ceiling • Microphones • Laptop connection available
SE	3-5	Marquis Wilson	651-259-5478 or Marquis.Wilson@state.mn.us	<ul style="list-style-type: none"> • 2 large monitors, webcam • Ceiling microphones • Set up for online meetings • Laptop connection available
4th Floor				
Main	10-15	Marquis Wilson	651-259-5478 or Marquis.Wilson@state.mn.us	<ul style="list-style-type: none"> • 2 large monitors • Webcam • Ceiling microphones • Laptop connection available
5th Floor				
Main	10-15	Marquis Wilson	651-259-5478 or Marquis.Wilson@state.mn.us	<ul style="list-style-type: none"> • 2 large monitors • Webcam • Ceiling microphones • Laptop connection available
6th Floor				
C6_East	10-15	Marquis Wilson	651-259-5478 or Marquis.Wilson@state.mn.us	<ul style="list-style-type: none"> • 1 large monitor/projector • Webcam • Ceiling microphones • Set up for online meetings
C6_West	15-25	Marquis Wilson	651-259-5478 or Marquis.Wilson@state.mn.us	<ul style="list-style-type: none"> • 2 large monitors • Webcam • Tabletop audio/microphones

Senate Building

Location/Name	Capacity	Contact	Email or phone	Technology
Hearing Room* 1100	24 around table 150 audience	Scheduling Center	651-296-0866 or sergeant.office@senlistserv.senate.mn	<ul style="list-style-type: none"> • Screens • Projectors • Teams equipment
Hearing Room* 1150	24 around table 150 audience	Scheduling Center	651-296-0866 or sergeant.office@senlistserv.senate.mn	<ul style="list-style-type: none"> • Screens • Projectors • Teams equipment
Hearing Room* 1200	24 around table 250 audience	Scheduling Center	651-296-0866 or sergeant.office@senlistserv.senate.mn	<ul style="list-style-type: none"> • Screens • Projectors • Teams equipment
Room 3414	12 around table 3 audience	Scheduling Center	651-296-0866 or sergeant.office@senlistserv.senate.mn	No technology

*Hearing rooms not available during session.

Stassen (Revenue)

Location/Name	Capacity	Contact	Email or phone	Technology
Skjegstad Room 2000	114 (at tables) 140 (chairs)	Outlook Calendar	MN_MDOR-#2000_CONF Reserve directly on calendar	<ul style="list-style-type: none"> • Overhead projector • Microphones • Teams equipment

State Capitol Building

Please visit the link below to schedule a conference room in the Capitol Building:

<http://mn.gov/admin/citizen/public-events/capspace reservations.jsp>

If you have questions or need help with reservations email fmd.inquiry@state.mn.us or call 651-201-2300.

Note: 3rd floor conference rooms are subject to bumping with little or no notice during legislative session.

Alternate meeting locations may not be available.

State Office Building – *CLOSED FOR RENOVATIONS*

Location/Name	Capacity	Contact	Email or phone	Technology

Veteran Service Building

Location/Name	Capacity	Contact	Email or phone	Technology
Vets B	50	Facilities Management, Dept of Admin	fmd.inquiry@state.mn.us	<ul style="list-style-type: none"> • Overhead projector with screen • Whiteboard • Lectern with microphone