

## Spaces Not Reserved by Meredith Events

This is a list of the spaces on campus that the events office does not reserve. If the space you would like to reserve is on this list, you do not need to submit an event request form or email [events@meredith.edu](mailto:events@meredith.edu). Instead, you should email the contact associated with the space.

\*This list will be updated regularly, but if you find that the individuals listed no longer work at Meredith or in that department, you should reach out to the department or [events@meredith.edu](mailto:events@meredith.edu) for additional guidance.

<b>Carlyle Campbell Library</b> *This includes the Freeman Room and the Lobby	Research and Instruction Department, Library <a href="mailto:reference@meredith.edu">reference@meredith.edu</a>
<b>Diversity Conference Room</b> , located in the Cate Student Center and Park Center	Emily Teague, Office Manager, SLS <a href="mailto:egteague@meredith.edu">egteague@meredith.edu</a>
<b>Traditions Conference Room</b> , located in the Cate Student Center and Park Center	Emily Teague, Office Manager, SLS <a href="mailto:egteague@meredith.edu">egteague@meredith.edu</a>
<b>Science and Math Building Room 270</b>	Jennifer Hontz, Department of Math and Computer Science <a href="mailto:hontzjen@meredith.edu">hontzjen@meredith.edu</a>
<b>Gaddy-Hamrick Art Center Room 206</b>	Grace Thorpe, Administrative Assistant, Art <a href="mailto:gsthorpe@meredith.edu">gsthorpe@meredith.edu</a>
<b>Brewer Residence Hall Parlor</b>	Launa Steward, Residence Director, Brewer <a href="mailto:lasteward@meredith.edu">lasteward@meredith.edu</a>
<b>Faircloth Residence Hall Parlor</b>	Brittany Kilgore, Residence Director, Faircloth <a href="mailto:bskilgore@meredith.edu">bskilgore@meredith.edu</a>
<b>Stringfield Residence Hall Parlor</b>	Brittany Kilgore, Residence Director, Stringfield <a href="mailto:bskilgore@meredith.edu">bskilgore@meredith.edu</a>
<b>Vann Residence Hall Parlor</b>	Launa Steward, Residence Director, Vann <a href="mailto:lasteward@meredith.edu">lasteward@meredith.edu</a>
<b>Heilman Residence Hall Parlor</b>	Vanessa Gutierrez, Residence Director, Heilman <a href="mailto:vygutierrez@meredith.edu">vygutierrez@meredith.edu</a>
<b>Poteat Residence Hall Parlor</b>	Madissen Keys, Residence Director, Poteat <a href="mailto:makeys@meredith.edu">makeys@meredith.edu</a>
<b>Common Room</b> , located in the Oaks Apartments	Kelsey McKelvey, Apartment Manager, Oaks <a href="mailto:kjmckelvey@meredith.edu">kjmckelvey@meredith.edu</a>

**Parlor**, located in the Oaks Apartments

Kelsey McKelvey, Apartment Manager, Oaks  
kjmckelvey@meredith.edu