

*Meeting Planner Guide*



**Wylie Inn**  
AND CONFERENCE CENTER  
at Endicott College

## A Retreat on Boston's North Shore

Situated north of Boston on a picturesque stretch of Atlantic coast, the Wylie Inn and Conference Center at Endicott College offers a setting designed to maximize meeting effectiveness. The Wylie Conference Center is an international conference center offering dedicated, distraction-free meeting facilities, a quiet retreat environment, comprehensive technology, superb cuisine and expert service. Together, these elements create a total environment where productivity and creativity can flourish—the perfect place for the perfect meeting.

The Wylie Conference Center offers 17,500 square feet of meeting space with rooms built to the high standards of the International Association of Conference Centers (IACC). Each room is truly plug-and-play, with comprehensive audio and video systems, wireless Internet and copying capabilities—all inclusive. Physically, each meeting room provides quiet space, ergonomic seating and windows for natural light and views. Community break kiosks outside the meeting rooms provide a variety of delicious refreshments and snacks continuously replenished throughout the day.

The Wylie Inn & Conference Center's ergonomically enhanced meeting packages offer convenience and quality. Each package makes planning easy and includes all the primary elements of your meeting in a daily per person price, and ensures a productive and comfortable environment for your attendees.

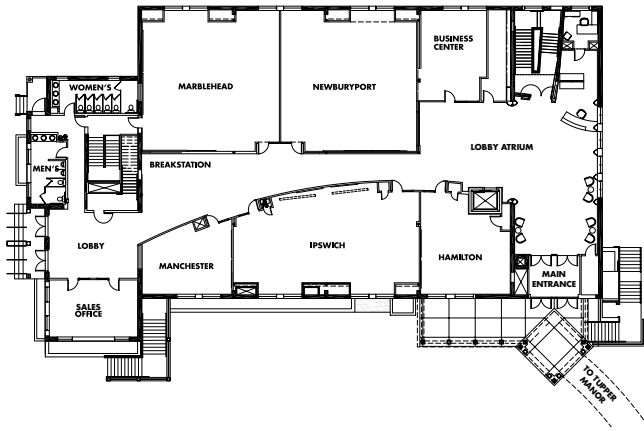
Just minutes away, Endicott College is located on 231 acres of ocean-front property and offers Master and Bachelor degree programs in the professional and liberal arts. Founded in 1939, Endicott provides an education built upon a combination of theory and practice, which is tested through internships and work experience. Studying at the Beverly Campus, regionally and internationally, are approximately 2,200 undergraduates and more than 1,800 adult and graduate students.

Endicott College is also pleased to announce the opening of their new Center for the Arts. The Center supports a variety of arts studies and performance venues with facilities that include a 250-seat recital hall with professional quality acoustics. The Center also offers a museum quality art gallery for visiting art exhibits, gallery talks and community shows and a student art gallery, all open to the public. This venue and others on campus provide an excellent option for groups looking to do an off-site meeting or event.

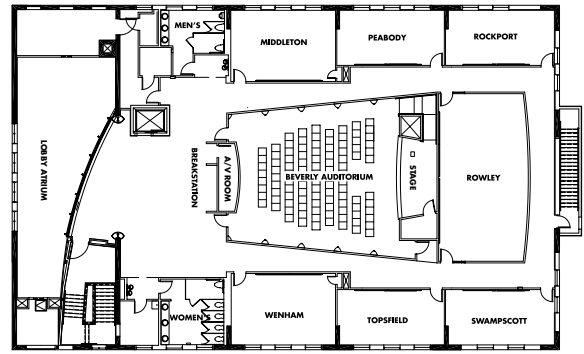


# Wylie Conference Center

## First Floor



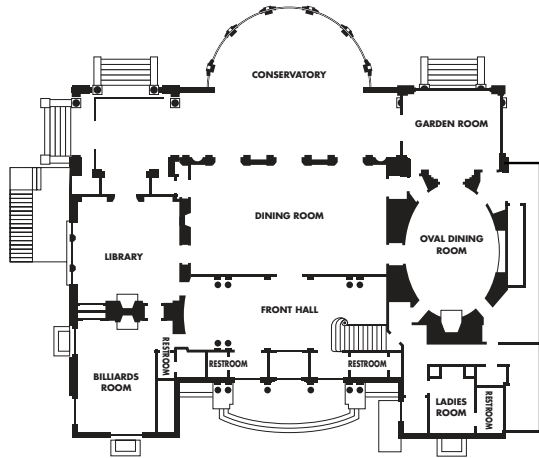
## Second Floor



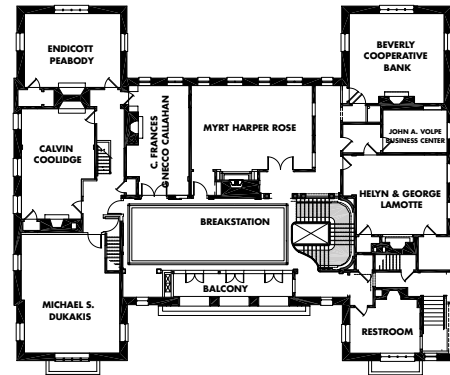
| First Floor         | Sq. Ft. | Dimensions | U-Shape | Conference | Theater | Classroom | Hollow Square | Team Style |
|---------------------|---------|------------|---------|------------|---------|-----------|---------------|------------|
| Hamilton            | 667     | 26' x 23'  | 24      | 14         | 30      | 30        | 22            | 24         |
| Ipswich             | 1,490   | 54' x 28'  | 32      | 24         | 80      | 55        | 40            | 48         |
| Manchester          | 494     | 26' x 18'  | 12      | 12         | 20      | 18        | 16            | 18         |
| Marblehead          | 1,585   | 40' x 38'  | 40      | 30         | 80      | 65        | 50            | 56         |
| Newburyport         | 1,570   | 40' x 38'  | 40      | 30         | 80      | 65        | 50            | 56         |
| <b>Second Floor</b> |         |            |         |            |         |           |               |            |
| Middleton           | 459     | 26' x 18'  | 18      | 16         | 30      | 20        | 22            | 18         |
| Peabody             | 360     | 26' x 14'  | —       | 14         | —       | —         | —             | —          |
| Rockport            | 360     | 26 x 14    | 12      | 14         | 15      | 15        | 16            | 12         |
| Rowley              | 902     | 42' x 22'  | —       | —          | —       | 28        | —             | —          |
| Beverly Auditorium  | 1,711   | 48' x 36'  | —       | —          | 115     | 115       | —             | —          |
| Swampscott          | 368     | 26' x 14'  | 12      | 14         | 15      | 15        | 16            | 12         |
| Topsfield           | 362     | 26' x 14'  | —       | 14         | —       | —         | —             | —          |
| Wenham              | 459     | 26' x 18'  | 18      | 16         | 30      | 20        | 22            | 18         |

# Tupper Manor

## First Floor



## Second Floor



| First Floor  | Sq. Ft. | Dimensions | Dining |
|--------------|---------|------------|--------|
| Library      | 510     | 23' x 22'  | 32     |
| Dining Room  | 1,062   | 43' x 24'  | 64     |
| Oval Room    | 507     | 30' x 21'  | 40     |
| Garden Room  | 369     | 22' x 17'  | 32     |
| Conservatory | 1,200   | 49' x 33'  | 112    |

| Second Floor               | Sq. Ft. | Dimensions | U-Shape | Conference | Classroom | Hollow Square |
|----------------------------|---------|------------|---------|------------|-----------|---------------|
| Helyn & George LaMotte     | 387     | 20' x 18'  | 12      | 12         | 15        | 16            |
| Beverly Cooperative Bank   | 413     | 21' x 19'  | 12      | 12         | 15        | 16            |
| Myrt Harper Rose           | 506     | 27' x 19'  | 16      | 16         | 20        | 20            |
| C. Frances Gnecco Callahan | 309     | 25' x 11'  | —       | 10         | —         | —             |
| Michael S. Dukakis         | 547     | 27' x 21'  | 16      | 16         | 20        | 20            |
| Calvin Coolidge            | 377     | 25' x 14'  | 12      | 12         | 15        | 16            |
| Endicott Peabody           | 355     | 22' x 17'  | 12      | 12         | 15        | 16            |



## Location

Situated on a picturesque stretch along Boston's scenic north shore in Beverly, the Wylie Inn & Conference Center at Endicott College is located only 20 miles from Boston and Logan International Airport and 2 miles from an MBTA commuter rail station.

## Area Attractions

- Center for the Arts at Endicott College
- Picturesque north shore beaches
- Peabody Essex Museum
- Salem Witch Museum
- Sightseeing attractions in nearby Salem, Rockport, Gloucester
- Historic Boston
- Minutes to several local area restaurants

## Meeting Facilities

- 17,500 sq. ft. IACC-certified conference center
- 26 meeting rooms including 115 seat auditorium and multi-tiered 28 seat seminar room
- State-of-the-art technology
- Business center
- Dedicated, distraction-free meeting environment
- Tupper Manor—turn of century mansion utilized for CMP meals and social events

## All Inclusive Complete Meeting Packages

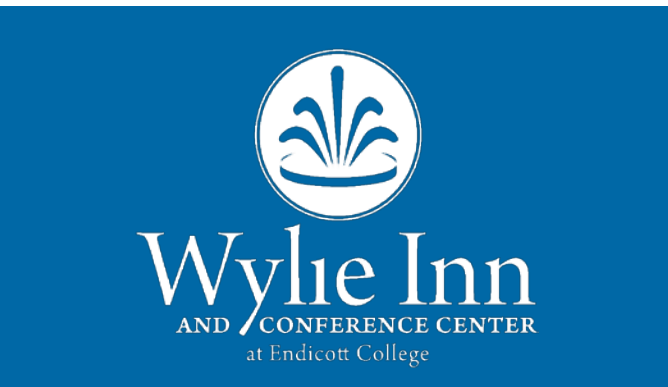
- Accommodations
- Continuous breaks and refreshments
- Standard audio/visual equipment
- Audio/visual technical assistance
- Conference room & one breakout room
- Meeting room rental
- Bountiful breakfast, lunch and dinner buffets
- Experienced conference planner to assist you every step of the way

## Inn Accommodations

- 92 newly designed, well-appointed, non-smoking guest rooms
- Signature pillow-top queen beds
- Flat screen HD LCD TVs, pay-per-view movies
- Complimentary WiFi access
- Iron/ironing board, hair dryer, coffeemaker
- Large work area
- Full service restaurant opening May 2011
- Complimentary parking

## Inn Guest Services/Recreation

- Complimentary WiFi access in all public areas
- Fitness room with cardiovascular exercise and weight training equipment
- Direct beach access
- Complimentary coffee and teas
- Check email and print boarding passes at lobby kiosk



## Wylie Inn & Conference Center at Endicott College

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