

# MEETING ROOMS

## Conference Room Rates

Conference room rates include room setup and instructional equipment (Screen, two flipcharts, markers, podium, table and chairs) and TV/DVD/VCR upon request.

<i>Room Name</i>	<i>Full Day</i>	<i>4 Hours or Less</i>
Roncalli Assembly (Large Chapel).....	\$400.....	\$280
<i>No cost for Roncalli for liturgical purposes with rental of other Conf. Rooms</i>		
Darby Room .....	\$370.....	\$260
Bordeaux Room.....	\$240.....	\$170
Saragossa Room.....	\$240.....	\$170
Barrett Room.....	\$200.....	\$140
Hoelle Room.....	\$170.....	\$120
Mary, Mother of Mercy Chapel (Groups of 25 or less).....	\$100.....	\$40
<i>No cost for MMOM Chapel for liturgical purposes with rental of other Conf. Rooms</i>		
Small Group Rooms (10 persons or less).....	\$60.....	\$40
<i>Small Group Rooms available for \$50/day when renting a conference room.</i>		

Rates Effective July 1, 2018

## Conference Room Specifications

<i>Room Name</i>	<i>Room Size</i>	<i>Square Feet</i>	<i>Theater /Semi Circle Capacity</i>	<i>Classroom /V-Shape Capacity</i>	<i>Conference / U-Shape Capacity</i>	<i>Phone Outlets</i>	<i>Modem Outlets</i>	<i>Electrical Outlets</i>
Roncalli	(80'x44')	3520	140	125	NA	Yes	No	11
Darby	(60' x 29')	1740	100	80	35	Yes	Yes	10
Bordeaux	(45' x 27')	1215	70	50	35	Yes	Yes	9
Saragossa	(40' x 26')	1040	70	40	25	Yes	Yes	6
Hoelle	(23' x 31')	713	35	20	20	Yes	Yes	7
Barrett	(20' x 32')	640	35	20	20	Yes	Yes	8

These capacities are the absolute maximum number that can be accommodated. For optimum usage and comfort, reduce number by 15%.

## Additional Equipment Rates

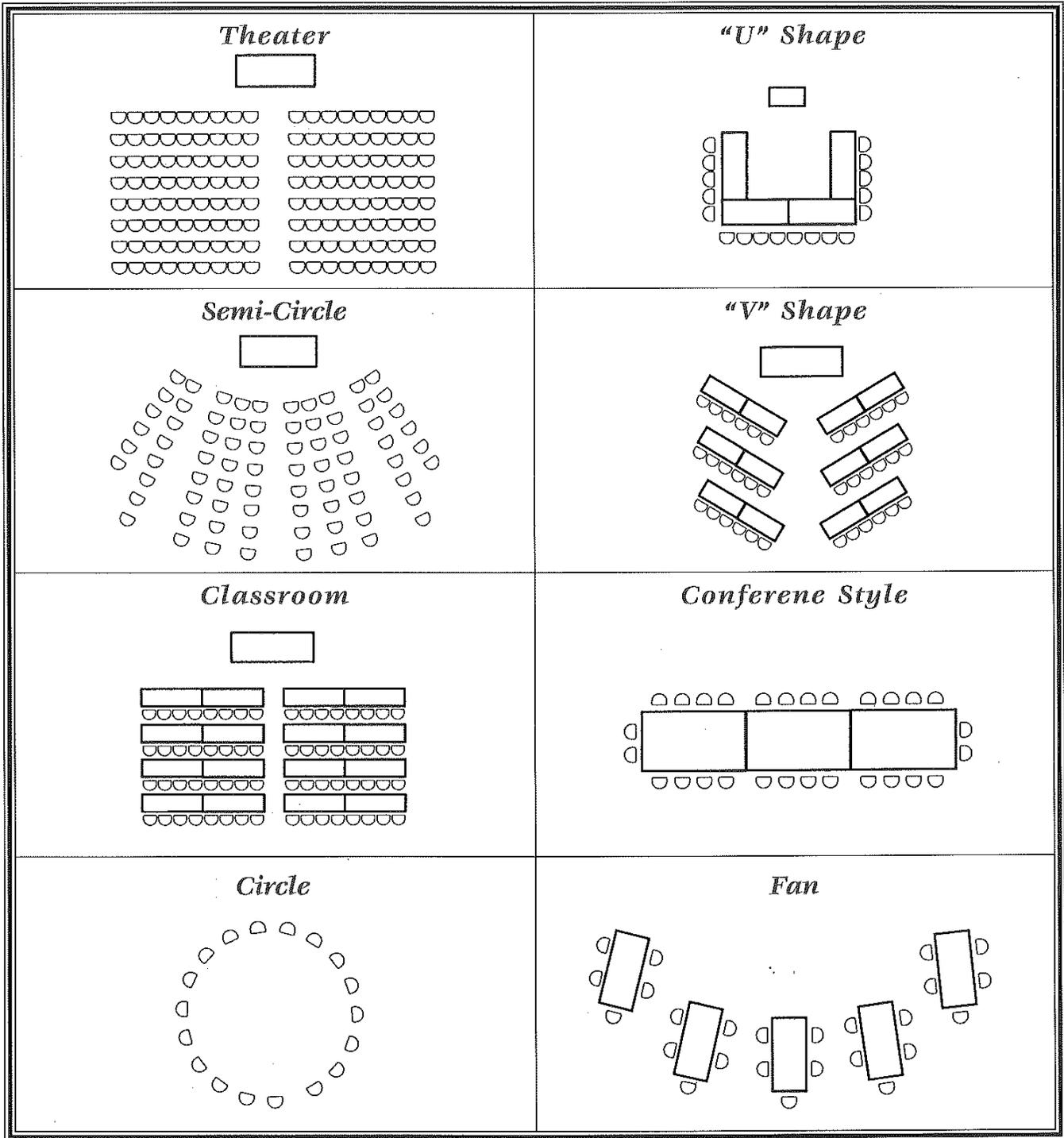
Electronic Keyboard.....	\$25/day
LCD Projector.....	\$25/day
Refrigerator (small).....	\$25/day
Refrigerator (large).....	\$50/day
Microwave.....	\$25/day
Vendor Table .....	\$30/table & space

No additional gratuities or charges added. Rates subject to change without notice.

**Bergamo Center is a smoke-free facility.**



# MEETING ROOM SET-UP DESIGNS



*Bergamo Center is a smoke-free facility.*

# OVERNIGHT ACCOMMODATIONS

Bergamo Center has 61 modern, motel like, sleeping rooms with private bathrooms. Each room is equipped with a desk and chair, but does not contain TVs or telephones. A clock radio is available upon request. Daily maid and linen service is provided. Handicapped accessible rooms are available.

## *Number of Rooms*

26	Single Occupancy 1 twin bed	\$52
33	Double Occupancy 2 twin beds	\$70

*Rates Effective July 1, 2018*



*No additional gratuities or charges added. Rates subject to change without notice.*

***Bergamo Center is a smoke-free facility.***

*Rev. 6/1/19*

# MEALS

## Main Menus

*Minimum number is 15 persons  
Menu changes by groups will be billed a 5% surcharge*

### ***Continental Breakfast***

**\$6.00**

Assorted muffins, sweet rolls, bagels, fresh fruit crudité,  
juice, regular and decaffeinated coffee, tea and milk.

### ***Country Breakfast***

**\$8.25**

One meat item, one egg entrée, chef's choice of pancakes, waffles, biscuits, or hash browns,  
whole fresh fruit, hot and cold cereals, assorted muffins,  
juice, regular and decaffeinated coffee, tea and milk.

### ***Chef's Luncheon***

**\$10.50**

Two entrées, one vegetable, a potato item or rice, two hot soups, salad bar, whole fresh fruit,  
lemonade, juice, tea, regular and decaffeinated coffee.

### ***Conference Dinner***

**\$13.25**

Two hot entrées, dinner salad, rolls, a potato item or rice, two vegetables, dessert,  
lemonade, tea, regular and decaffeinated coffee.

*Rates Effective July 1, 2019*



*No additional gratuities or charges added. Rates subject to change without notice.*

***Bergamo Center is a smoke-free facility.***

*Rev. 6/1/19*

# MIX & MINGLE

## Breaks

<b>Break A</b>	Sweet rolls, muffins, bagels, basket of fruit and orange juice.....	<b>\$3.00 / person</b>
<b>Break B</b>	Sweet rolls, muffins, bagels.....	<b>\$2.00</b>
<b>Break C</b>	Fruit crudités.....	<b>\$2.00</b>
<b>Break D</b>	Basket of fruit.....	<b>\$1.00</b>
<b>Break E</b>	Soft baked chocolate chip cookies.....	<b>\$1.00</b>
<b>Break F</b>	Vegetable tray and dip.....	<b>\$2.00</b>
<b>Break G</b>	Coffee, tea, cocoa.....	<b>\$1.25</b>
<b>Break H</b>	Canned soft drinks.....	<b>\$1.00</b>
<b>Break I</b>	Cheese tray with crackers or hummus with pita chips.....	<b>\$2.00</b>
<b>Break J</b>	Assorted snacks (choice of one).....	<b>\$0.50</b>
	1) Potato chips and dip	
	2) Tortilla chips and salsa	
	3) Pretzels and dip	

## Socials

**Social A** Deli tray: ham, turkey, roast beef, American and Swiss cheese, pasta OR potato salad, assorted breads, condiments, potato chips and dip..... **\$7.50/ person**

**Social B** Italian meatballs, BBQ chicken wings, cheese cubes with crackers, potato chips & dip **\$7.50/person**

## Beverages (for guests 21 & over)

**Domestic Beer..... \$3 / can or bottles**  
**Imported/Craft Beer..... \$4 / can or bottles**  
**Wine..... \$3 / glass, \$11 / liter**

**Mixed Drinks..... \$5 / glass**  
**Mixed Drinks w/Maker's Mark.....\$6 / glass**

*Note: Alcohol sales are not available on Sunday*

**Canned Soft Drinks.....\$1 / can**

Bartenders are optional for beer and wine only, but mandatory with liquor and or cash bar. Groups may opt for open bar and be invoiced by drinks served. Bar set-up includes mixers, glassware and napkins.

**Bartender Fees:** \$20 per hour for set-up, service and cleanup (minimum three hours)

*Rates Effective July 1, 2018*



*No additional gratuities or charges added. Rates subject to change without notice.*

***Bergamo Center is a smoke-free facility.***

*Rev. 3/118*

# GENERAL INFORMATION

## *Bergamo Center for Lifelong Learning*

4400 Shakertown Road  
Dayton, OH 45430-1075  
(937) 426-2363  
(937) 426-1090 fax  
www.bergamocenter.org

### *Our Mission*

Bergamo Center for Lifelong Learning: a retreat and conference center founded in the tradition of the Roman Catholic Church and the Society of Mary, extends hospitality in a spirit of peace and renewal by providing a tranquil, natural environment in which individuals and groups refresh the body, expand the mind and renew the spirit.

In the Marianist tradition Bergamo Center offers holistic spiritual formation programs for youth and adults throughout life that deepens self-awareness, develop interior life and elicit a personal and communal faith response to changing times.

### *Our History*

Bergamo Center was founded in 1967 by the Society of Mary (Marianists) religious order. The Center was named after Bergamo, a small town in northern Italy, the childhood home of Pope John XXIII and origin of the revolutionary Montessori method of education.

Bergamo Center was founded on the spirit of this man whose vision and charism were embodied in the second ecumenical Vatican Council. Originally established as primarily a retreat house, Bergamo grew over the years to become a full-service retreat and conference center. Bergamo resides on the 150-acre campus of Mount Saint John, home to many Marianists activities.

Today, Bergamo Center hosts a diversity of guests from local business corporations, church groups and nonprofit organizations, area high schools and special interest groups. Bergamo's adult and youth departments sponsor a variety of retreats, workshops and programs for personal growth and spiritual development.



Thank you for considering Bergamo Center for your upcoming event. Our staff will make every effort necessary to ensure your stay is enjoyable and successful. We look forward to serving you.

*Rev. 1/1/15*

# SIEBEN HALL GYMNASIUM RENTAL

## *Gymnasium Rental Rates*

Single Court \$50 per hour

2 courts (Full Gymnasium) \$80 per hour

There is no additional gym rental cost for schools groups already contracted with conference rooms, lodging and dining.



Rev. 1/1/15

# DEAR GUEST,

*The following information may be helpful to you...*

- Check-in / Checkout** Check-in is 5:00 PM Checkout is 10:00 AM. Please return your key to the front desk.
- Cooking** Per health department regulations, fire codes and insurance concerns all cooking is done by staff in the kitchen. No additional cooking devices (crock pots, toaster ovens, coffee pots) are permitted in the bedrooms, lobbies or conference rooms. Meals are served in the dining room. Coffee is available in the dining room for early risers.
- Desk Hours** The front desk is open daily from 7:00 AM to 10:00 PM. Alarm clocks are available from the front desk.
- Disorders/Valuables** Please report any disorders to the front desk. Bergamo Center cannot be responsible for any valuables or articles left behind in the rooms. Please check your room carefully before leaving. Remember to lock your car and secure your valuables.
- Emergencies** Please report all emergencies to the front desk. After closing time, use the desk counter phone dialing 9 then 9-1-1. For non-emergency needs, use the front desk counter phone and follow instructions to get the night manager.
- Fireplace** The gas fireplace may be lit for groups and creates a nice ambiance for gatherings and socials. Only Staff members may light the fireplace.
- Keys** Carry your room key at all times because your room locks automatically. Plus the key opens the main entrance and the doors closest to Parking Lot D.
- Mail/FAX** Incoming mail can be picked up after 4:00 PM at the front desk. Outgoing mail can be dropped at the front desk for pickup. Bergamo Center's fax number is 937-426-1090. For more information on sending and receiving faxes for a nominal charge, please check at the front desk.
- Phone/Messages** The front desk receptionist will hold messages at the front desk unless the caller states it is an emergency in which case guests will be called to the phone. Incoming calls may be received at (937) 426-2363. Bedrooms do not have telephones. Public telephones are located in the hallway between the lounge and the dining room. Dial 9 to receive an outside line. Long distance calls require a calling card.
- Pillows/Blankets** Extra pillows, blankets and towels are available at the front desk.
- Recreational Facilities** Maps and information on the Bergamo/Mount St. John nature preserve are located at the main desk. The preserve consists of a 1 ½ mile nature trail and 80 acres of woods, marsh and prairie habitats.
- Room Temperature** Each room has its own thermostat on the wall and fan adjustment on the unit under the window which you can adjust for your personal comfort. Fan must be on for the thermostat to work. It is a challenge to keep conference room temperatures comfortable for every individual. We recommend that guests bring a sweater or light jacket just in case.
- Special Needs** If you have any special needs or questions, please inform the front desk.
- WIFI/Technology** WIFI access is available throughout the building on the *MSJ Guest* network. No password is needed for WIFI. A guest computer is available on the lower level. Please see the front desk about access to the Guest Computer.

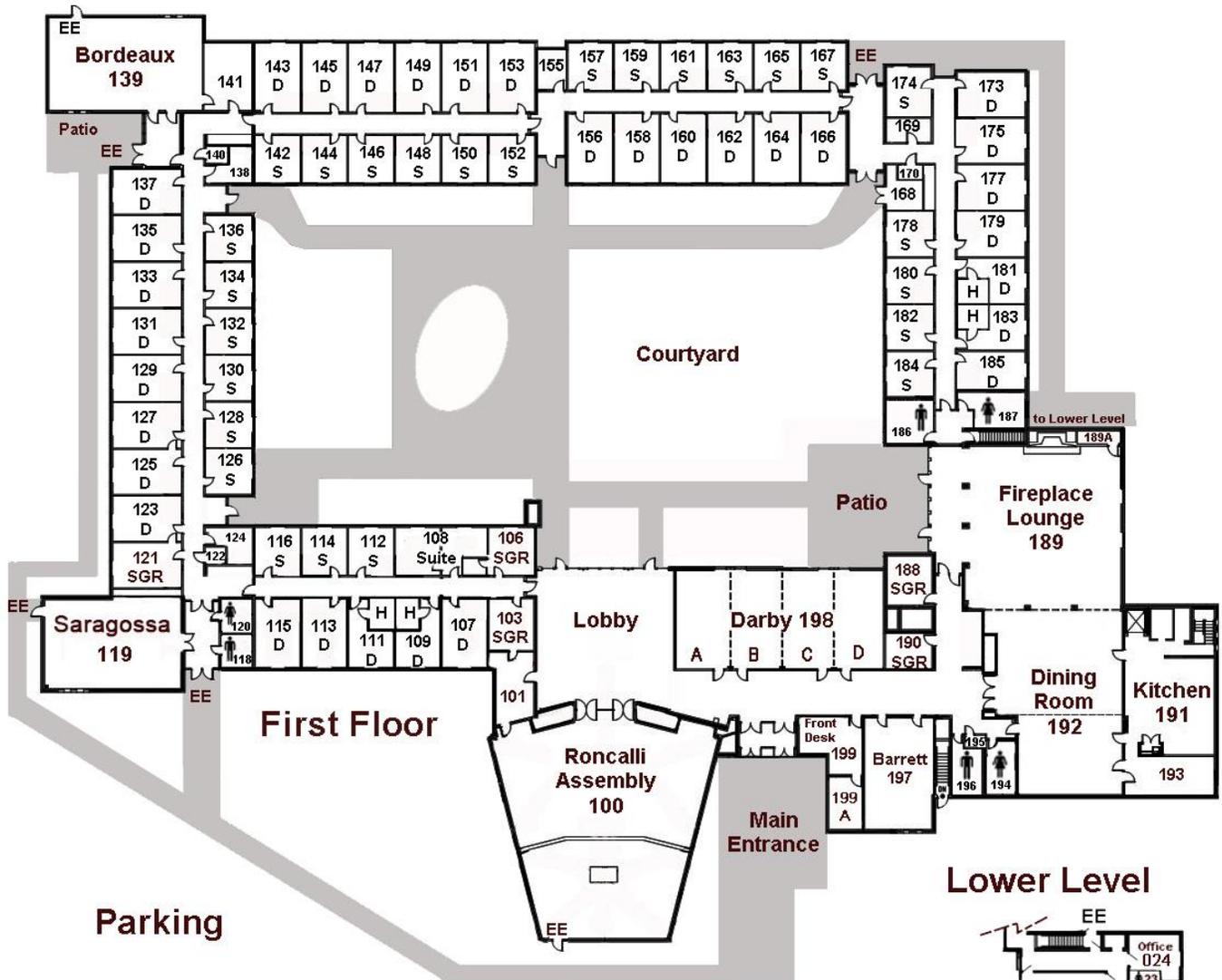
*Bergamo Center is a smoke-free facility.*



We sincerely hope the friendly atmosphere at Bergamo Center will be conducive to a successful program and that your stay with us will be pleasant.

**4400 Shakertown Road, Beavercreek, OH 45430-1075 (937) 426-2363 Fax (937) 426-1090**

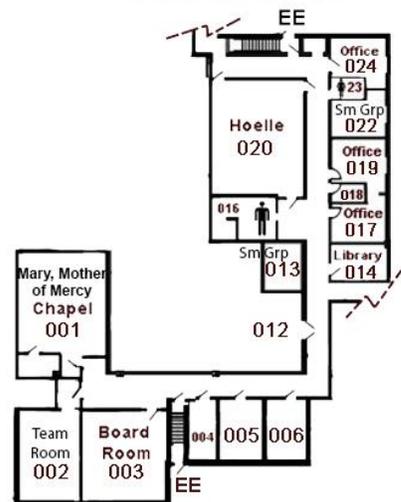
# BERGAMO CENTER FLOORPLAN



**First Floor**

**Lower Level**

- D - Double Bedroom
- EE - Emergency Exit
- H - Handicapped Accessible
- S - Single Bedroom
- SGR - Small Group Room



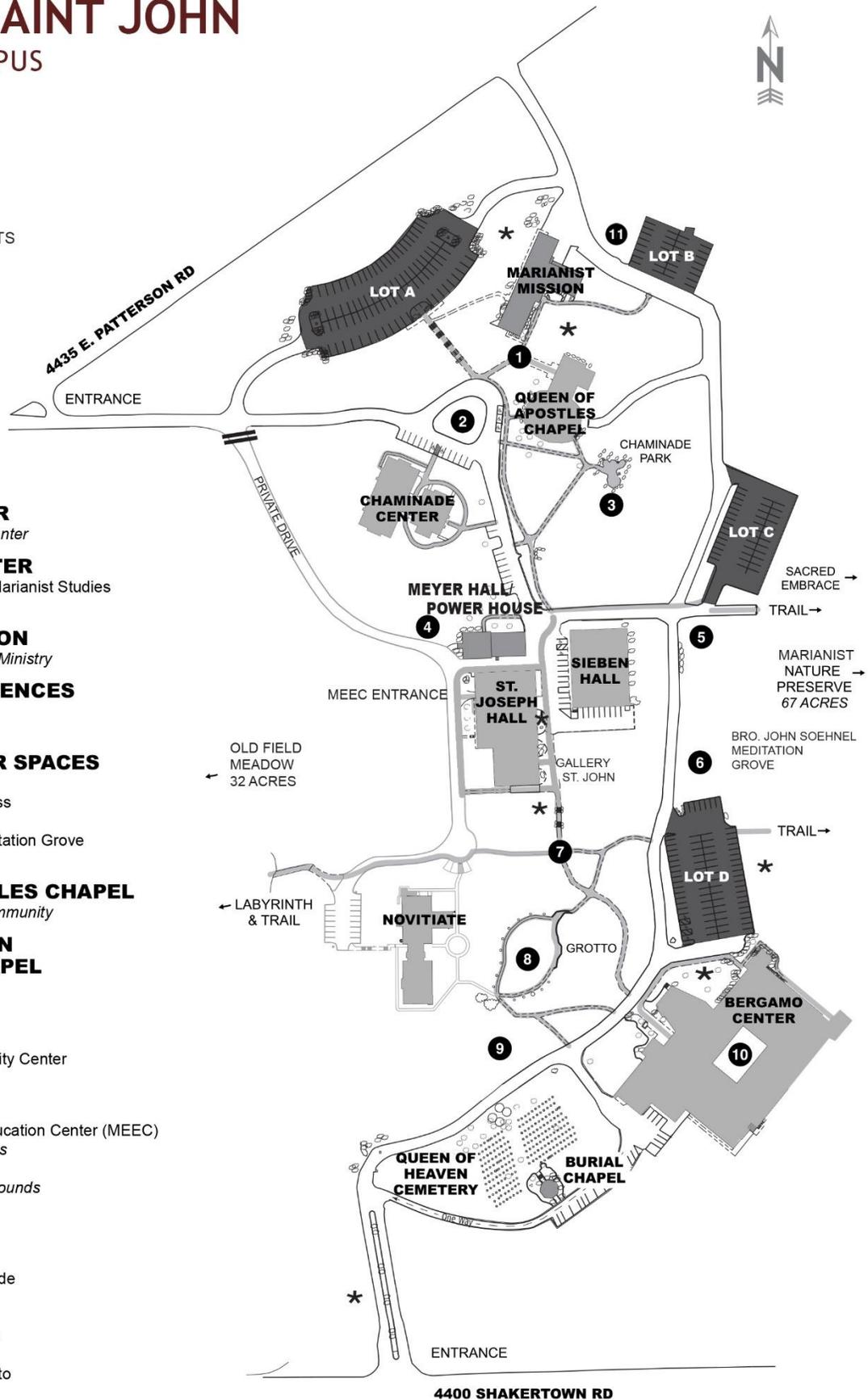
# MOUNT SAINT JOHN

## INTERIOR CAMPUS



### MAP KEY:

- VISITOR PARKING LOTS
- BUILDINGS
- WALKING PATHS



### BERGAMO CENTER

*Conference & Retreat Center*

### CHAMINADE CENTER

North American Center for Marianist Studies  
Madeleine Room

### MARIANIST MISSION

*Prayer & Religious Card Ministry*

### MARIANIST RESIDENCES

Meyer Hall  
Novitiate

### OUTDOOR PRAYER SPACES

Chaminade Park  
Grotto & Stations of the Cross  
Labyrinth  
Bro. John Soehnel SM Meditation Grove  
Sacred Embrace

### QUEEN OF APOSTLES CHAPEL

*Non-territorial Parish Community*

### QUEEN OF HEAVEN CEMETERY & CHAPEL

*For Marianist Religious*

### SIEBEN HALL

Gymnasium  
Queen of Apostles Community Center

### ST. JOSEPH HALL

Gallery St. John  
Marianist Environmental Education Center (MEEC)  
*Stewards of Natural Areas*  
Mount St. John Facilities  
*Stewards of Buildings/Grounds*

### SCULPTURES

- ① St. John the Evangelist
- ② Our Lady of the Pillar
- ③ Blessed William Chaminade
- ④ St. Joseph
- ⑤ Sacred Heart of Jesus
- ⑥ Our Lady of the Eucharist
- ⑦ St. Joseph the Worker
- ⑧ Our Lady of Lourdes Grotto
- ⑨ Our Lady of Grace
- ⑩ Saint Pope John XXIII
- ⑪ Sacred Heart of Jesus
- ★ Bro. Mel Meyer, SM Sculptures

# DIRECTIONS

## TO BERGAMO CENTER



### NORTH

- I-75 South to US 35 East
- US 35 East to Woodman Dr. exit (SR835)
- Right off exit onto Woodman Dr.
- Woodman Dr. South to Research Blvd. (Patterson Road)
- Left on Research through two traffic lights. At second light, continue straight onto Shakertown Road
- Bergamo Entrance is on Left: 4400 Shakertown Road

### SOUTH

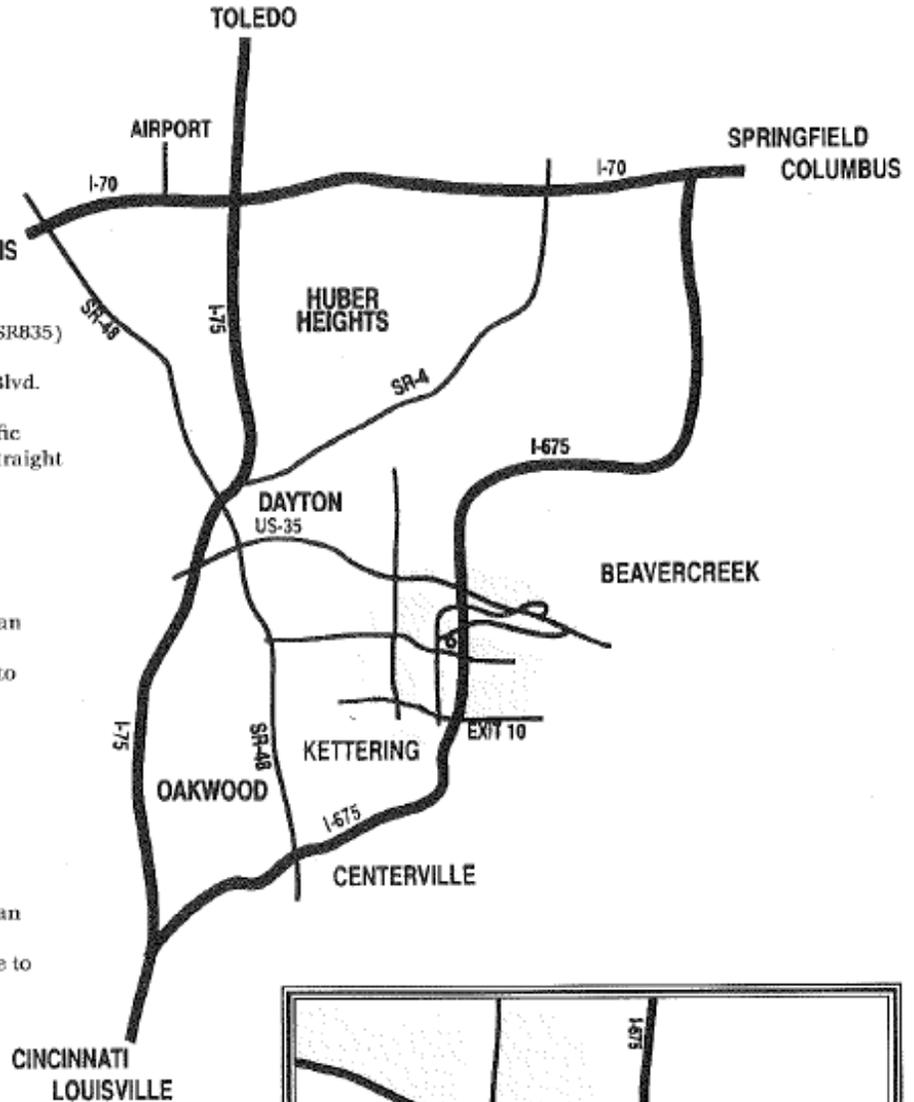
- I-75 North to I-675 North
- I-675 North to Dorothy Lane/Indian Ripple Rd. (Exit 10)
- Left off the exit on Indian Ripple to County Line Road
- Right on County Line Rd. to Shakertown Rd.
- Right on Shakertown
- Bergamo Entrance is on Left: 4400 Shakertown Road

### EAST

- I-70 West to I-675 South
- I-675 South to Dorothy Lane/Indian Ripple Rd. (Exit 10)
- Right off the exit on Indian Ripple to County Line Road
- Right on County Line Rd. to Shakertown Rd.
- Right on Shakertown
- Bergamo Entrance is on Left: 4400 Shakertown Road

### WEST

- I-70 East to I-75 South
- I-75 South to US 35 East
- US 35 East to Woodman Dr. exit (SR835)
- Right off exit onto Woodman Dr.
- Woodman Dr. South to Research Blvd. (Patterson Road)
- Left on Research through two traffic lights. At second light, continue straight onto Shakertown Road
- Bergamo Entrance is on Left: 4400 Shakertown Road



# TRAVEL INFORMATION

## Airport

Bergamo Center for Lifelong Learning is a 23 mile commute from the Dayton International Airport. Shuttle Service to and from the airport may be obtained from the following:

### Charter Vans

- Located in an office in the front of the airport near baggage claim #1.
- Service is offered M-TH 8am to midnight; Fri. 8am to 6 pm; SA 6am – noon & SU noon – midnight.
- Service by appointment is possible by calling 937-898-4043 or 1-800-874-0934. May need to leave message and phone number on voicemail and they will call back. Website <http://chartervans.com/conc/index.php/services>
- Estimated Fare, excluding tip (5/15/18) - 1 person = \$46; 2 Persons = \$23 per person; 3 or more = \$16 per person

### Cabs

- Callahan Limo Service – 937-789-3829 + tip Sedan = \$80.46, Limo - \$141.72
- Clean Cab - \$50 plus tip – Phone 937-224-8779
- Dayton Express Cab - \$55 plus tip – 937-226-9999 (Usually at airport waiting for customers)

### Other Transportation Options to the Airport

Estimated Fares from Dayton International Airport to Bergamo Center

- Chauffer Service – 79.95
- LYFT - \$32- \$41 plus tip
- UBER-X - \$27 - \$35 plus tip
- UBER-XL (Stands for “eXtra Large” for groups up to 7)- \$42- \$55 plus tip

## Cycling

The nation’s largest network of over 330 miles of paved off street cycling trails may be accessed less than a half mile away from Bergamo on the Iron Horse Trail and two miles from the Creekside Trail.

Get maps and further information at Miami Valley Trails <http://www.miamivalleytrails.org/>



# AREA WORSHIP SERVICES

<u>Denomination</u>	<u>Location/Address/Phone</u>	<u>Schedule</u>
Catholic	<b>Queen of Apostles</b> 4400 Shakertown Rd. 429-0510	Sun. 10:30 am
	<b>Ascension</b> 2025 Woodman Dr. 253-5171	Sat. 5:00 pm Sun. 8:30am, 10:30am, 12:15pm
	<b>St. Luke</b> 1440 N. Fairfield Rd. Beavercreek, OH 45432 426-1733	Sat. 5:30 pm Sun. 8:00am, 10:00am, 12:00pm
Baptist	<b>Faith Baptist</b> 4215 Indian Ripple Rd. 426-6480	Sunday School 9:30 am Sunday Worship 10:30 am Evening Worship 6:00 pm
Episcopal	<b>St Mark Episcopal</b> 456 Woodman Dr. 256-1082	Holy Eucharist 10:30 am Christian Education 9:30 am
Islamic	<b>Islamic Society of Dayton</b> 26 Josie Street, Dayton, OH 45403 (937) 228-1503	Call for prayer schedule
Jewish	<b>Temple Beth Or</b> 5275 Marshall Road 435-3400 or 434-5118	1 <sup>st</sup> & 2 <sup>nd</sup> Friday 2 <sup>nd</sup> & 4 <sup>th</sup> Friday
Lutheran	<b>Mighty Fortress</b> 2841 E. Dorothy Lane 294-7472	Sunday School 9:00 am Sunday Worship 10:00 am
Methodist	<b>Christ United Methodist</b> 3440 Shroyer Road 293-3151	Sunday School 9, 10 & 11:15 Sun. Worship (Trad.) 9 & 11:15am (Contemporary) 10:00 am
Non-Denominational	<b>Patterson Park</b> 3655 E. Patterson Rd 427-0130	Sunday Worship 9 & 10:30 am
Presbyterian	<b>Kirkmont Presbyterian</b> 3377 Shakertown Rd 426-8471	Sunday School 9:30 am Sunday Worship 8:30 (Trad) 11:11:00 (Contemporary)

