

**National Speleological Society
Department of the Operations Vice President
Autumn 2025 Facilities Division
Board of Governors Meeting
October 4, 2025
Ely Nevada**

Table of Contents and Committee Chairs:

Facilities Division Chair	Maureen Handler	ovp@caves.org
Archive Division	Ed Strausser, Chief Dave Hughes vacant Ed Strausser Scott Shaw Bob Roth Bill Torode	Archivesdiv@caves.org archivist@caves.org cavefiles@caves.org photoarchives@caves.org museumcommitte@caves.org librarian@caves.org asstlibrarian@caves.org
Audio-Visual Library	David Socky	avlibrary@caves.org
Buildings & Grounds Division	Maureen Handler	buildings@caves.org
NSS Office and Bookstore	Jarvis Scruggs, Facility Mgr Esther Crawford, Bookstore & Membership Manager	facilities@caves.org bookstore@caves.org

Facilities Division Report:

Maureen Handler (TN) 23239RLFE CM CO 423-605-5569, ovp@caves.org

The Facilities Division oversees the Pulaski Pike and Cave Avenue properties in Huntsville. This division is responsible for the Archives, which includes the Library, the Museum, the Photo Archives, the Cave Files, the Audio-Visual Library and all other Archival Material. The Facilities Division oversees the NSS Bookstore. Please read the individual reports that follow to gain more insight and details of the particular areas. The following is a synopsis of the Facilities Division for this report.

The Board voted at the summer meeting to hire an architecture firm to prepare preliminary conceptual drawings for a training center to be built on the HQ property. We have hired Neuhoff and Taylor of Chattanooga to prepare these drawings. We have begun renovating one of the back 5 rooms to be an archive work and storage room.

Jarvis has been doing an incredible job handling the facility. Jarvis and Esther have been bringing the NSS Bookstore to the NSS Convention, KY Speleofest, Karst-O-Rama, SERA and the TAG Fall Cave In. Bookstore sales have been brisk.

Jarvis has been actively marketing the facility in our area. He has been going to the local Chamber of Commerce meetings that focus on businesses in our community.

Lots of work has been going on with the archives. Ed Strausser is working hard here. Dave Hughes has also been volunteering lots of hours. Items are actively being catalogued. Alice Rolf Curl donated Rane Curl's library to the NSS. Emily Davis and Mike Warner drove to Michigan before Convention to pick up this donation with funds donated by Alice to pay for the trip. 60% of the library came back to Huntsville. 40% of the library was offered in the convention auction, along with a silent auction and some items were sold in the Caver Co-Op. We raised approximately \$3500 for the library and archives.

Work weekends have been ongoing for the 3rd weekend of each month. There has been significant grotto interest in helping. We have been painting, renovating a back 5 room for archive work space and storage. We have been hanging artwork in the foyer and working on more selective demolition in the back 5.

The Fine Arts Showroom (the former coat closet in the foyer) is complete. Artwork has already been installed. This will allow all who enter the building to see a rotating display of our art.

283 engraved bricks have been installed in the celebration patio. Design of showers for members in the campground pavilion, tree management in the campground and additional painting are in the plans.

Respectfully submitted,
Maureen Handler, Facilities Division Chair

Reports of the OVP Department:

Archives Division

Ed Strausser (AL), NSS 14719RL
archives@caves.org

Cave Files

Dave Huges
cavefiles@caves.org

Document Archives

Dave Hughes (AL) NSS 14550RL
archivist@caves.org

Photo Archives

Ed Strausser (AL) NSS 14719RL
photoarchives@caves.org

Corresponding Archivist

Bill Torode, NSS 5013L (OS-LB-CO-FE)
asstarchivist@caves.org

Museum

Ed Strausser (AL), NSS 30571R
museumcommittee@caves.org

Library

Librarian

Bob Roth, NSS 66216 Librarian@caves.org

Assistant Librarian

Bill Torode, asstarchivist@caves.org

Archive Report

Progress

The Library and Museum have received a number of donations. We have been busy documenting these donations and adding them to the catalog. We continue to sort existing donations to the Library and add new items to the catalog. The Rane Curl library has been donated to the NSS by Rane's widow Alice Rolf Curl.

Plans

We will continue to work on getting items entered into the Museum and Library databases. We will work on adding lighting to display cases and preparing some nice displays. We will continue to work on getting a Museum page for the website. We will be cleaning out one of the back 5 rooms that is currently used for salvage building materials so that this room can be used for additional archive material storage.

Problems

We are still monitoring the humidity in the library and museum. The new gutters seem to have eliminated rain water running under the slab and the humidity had dropped.

Audio-Visual Library Committee

David Socky (VA), NSS 16334RL (FE)

avlibrary@caves.org

Progress

Completed the NSS Webpage for the AV Library ("Our Work/AV Library"). This page is the main portal to Video Programs, Webinars, Luminary Series, and the Virtual Cave. It also supports an alternate way to get to the Salons page.

Continued adding videos to the AV Library (and for the Video Salon past winners). We now have 69 programs accessible through the NSS Website. There are 24 Webinars and 31 Luminaries on the NSS Website.

Plans

Add features to the AV Library pages (mainly 'back to' buttons')

Continue to add video programs and multi-media programs to the NSS website that are already available on the NSS YouTube channel.

Continue to upload video programs to the NSS YouTube channel if permission is given.

Make viewable programs from the digitized slide shows from Dave Caudle. The plan is to make the programs into video files which can be uploaded to the NSS YouTube Channel. DVDs will only be made on request.

Organize electronic video and audio files of NSS programs and material that I have in my possession for eventual transfer to the NSS Headquarters for archival purposes.

Data entry – enter Master video tapes and DVDs into the database.

Problems

Time to complete 'plans' ☺

Building&GroundsDivision

Vacant (TN), buildings@caves.org

Progress

283 new engraved bricks have been installed in the Celebration Patio. Additional exterior painting has been ongoing. Renovation of one of the back 5 rooms into an archive work and storage area has begun. The fine arts showroom is complete and has artwork displayed. An architect has been hired to prepare conceptual drawings for the training center voted on the board at the summer meeting.

There have been monthly work weekends at the headquarters monthly since the convention. Regular attendance has been averaging 5-6 volunteers most weekends. We are currently focused on painting and back 5 renovations.

Asbestos abatement bids have been received for the Cave Avenue property. A proposal to the board will be forthcoming.

Plans

- Work weekends are scheduled for the 3rd weekend of the month for the foreseeable future.
- Continue Back 5 selective demolition and disconnection of select circuits in the back 5 in preparation for the renovation.
- Complete privacy slat installation on the fence.
- Continue work on a master plan with a capital improvement plan for the building and grounds.

Problems

Funding for the planned work

NSS Office and Bookstore

Esther Crawford (AL), NSS 71584 Bookstore Manager bookstore@caves.org

Jarvis Grant Scruggs (AL), NSS 72150RE Facility Manager facilities@caves.org

Progress:

Office:

Volume of Calls/Emails Daily: 10-20 calls (sometimes more) Call volume is high. Email volume has been higher. Regular visitors, both cavers and potential renters come to the HQ on a daily basis.

Tasks: Phone calls and emails are top priority. New memberships and filing orders are next. Updating inventory, failed memberships (call and leave voice mail to let them know as well as send email), open contact forms, updating renewed memberships, processing membership renewals, deposits and processing donations daily. Create new member packets weekly.

Marketing/Rentals:

- **Venue Rentals**-Jarvis is actively working on getting the word out about our rental venues.
- The Dixie Roller Derby Girls, both senior and junior league, have signed a fourth contract and will be practicing and holding meets at the HQ through the autumn.
- Jarvis is fielding 8-10 inquiries per day and showing the facility 2-3 times per week. There is lots of telephone traffic regarding our venues.

Plans:

- Continue advertising efforts for our rentals

Problems

- None

Bookstore:

Progress

Bookstore sales have been brisk.

Plans:

- Continue bookstore sales.
- We have been given verbal permission by the author of the 'Gone Caving' card game to take over copyright of the game and begin printing them ourselves.

Problems:

None

End of the Facilities Division Report