

**National Speleological Society  
 Department of the Operations Vice President  
 Spring 2026, Facilities Division  
 Board of Governors Meeting  
 March 14, 2026**

**Table of Contents and Committee Chairs:**

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Buildings & Grounds Division		<a href="mailto:buildings@caves.org">buildings@caves.org</a>
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**Facilities Division Report:**

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

Esther gave notice and left the NSS office in the end of January. Michelle Vaughn has returned to help out with the bookstore and membership until a replacement is hired.

Lots of work has been going on in the archives. Ed Strausser and Dave Huges are regularly in the library cataloguing donations, scanning and archiving items and putting our collections in order. We are working on one of the back 5 rooms and turning this area into an archive work and storage area. Bob Roth has been on site one weekend a month storing through boxes of items donated from caver's libraries.

The preliminary architectural concept for the training center has been delivered and will be presented by Tim White, Education Division Chief.

Work weekends have been ongoing for the 3<sup>rd</sup> weekend of each month. There has been significant grotto interest in helping. The auditorium has a new coat of paint, which was badly needed. An archive work and storage room is being worked on in the back 5.

Respectfully submitted,  
Maureen Handler, Facilities Division Chair

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## **Reports of the OVP Department:**

### **Archives Division**

Ed Strausser (AL), NSS 14719RL  
[archives@caves.org](mailto:archives@caves.org)

### **Cave Files**

Dave Huges  
[cavefiles@caves.org](mailto:cavefiles@caves.org)

### **Document Archives**

Dave Hughes (AL) NSS 14550RL  
[archivist@caves.org](mailto:archivist@caves.org)

### **Photo Archives**

Ed Strausser (AL) NSS 14719RL  
[photoarchives@caves.org](mailto:photoarchives@caves.org)

### **Corresponding Archivist**

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

### **Museum**

Ed Strausser (AL), NSS 30571R  
[museumcommittee@caves.org](mailto:museumcommittee@caves.org)

### **Library**

#### **Librarian**

Bob Roth, NSS 66216 [Librarian@caves.org](mailto:Librarian@caves.org)

#### **Assistant Librarian**

Bill Torode, [asstarchivist@caves.org](mailto:asstarchivist@caves.org)

### **Archive Report**

#### **Progress**

The Library and Museum have still been receiving 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.

Dave Hughes is working on publishing a book of the C3 Expedition documents as a supplement to The Caves Beyond.

#### **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 are working on one of the back 5 rooms so that this room can be used for additional archive work space and material storage.

## **Problems**

We are still monitoring the humidity in the library and museum.

## **Audio-Visual Library Committee**

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

[avlibrary@caves.org](mailto: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’ 😊

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## **Building&GroundsDivision**

Vacant (TN), [buildings@caves.org](mailto:buildings@caves.org)

### **Progress**

Additional painting has been ongoing including painting the auditorium, much of the work has been done by volunteers. The Fine Arts Showcase is complete, and artwork is now on display. Selective demolition continued in the back 5 in preparation for constructing a classroom.

There have been monthly work weekends at the headquarters monthly since the convention. Regular attendance has been averaging 5-6 volunteers most weekends, with 22 volunteers showing up to help paint the auditorium.

### **Plans**

- Continue Back 5 selective demolition and disconnection of select circuits in the back 5 in preparation for the renovation for a state-of-the-art classroom.
- Complete privacy slat installation on the fence.
- Receive and evaluate additional back 5 renovation bids. Sign the Architect's contract to continue designing the back 5 renovation.
- Begin the process for hiring a contractor to remove asbestos from the Cave Ave. Building in preparation for demolition.
- Continue work on a master plan with a capital expenditure plan for the building and grounds to include deferred maintenance items, short term capital needs and long term capital needs, along with plans for increasing rental income.
- Begin working on a capital improvement plan for the headquarters

### **Problems**

Funding for the planned work

## **NSS Office and Bookstore**

Michelle Vaughn (AL), NSS 55064 Bookstore Manager [bookstore@caves.org](mailto:bookstore@caves.org)

Vacant Facility Manager [facilities@caves.org](mailto:facilities@caves.org)

### **Progress:**

#### **Office:**

**Volume of Calls/Emails Daily:** 10-20 calls (sometimes more) Call volume is high. Email volume has been higher.

**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-** Rentals are on hold until the future museum option is finalized

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#### **Plans:**

- Continue advertising efforts for our rentals
- Training Center
- Showers in the campground pavilion

### **Problems**

- None

### **Bookstore:**

#### **Progress**

Bookstore sales have been brisk.

#### **Plans:**

Continue bookstore sales.

#### **Problems:**

None

## **End of the Facilities Division Report**