Illinois Butterfly Monitoring Network Workshop

Grant Agreement Number: 12-005W

Timeframe of Report: July 2011 - December 2012

#### **Project Objectives**

The primary objective is to teach citizen scientists proper protocol and ID skills to participate in data collection on Illinois butterfly species on public lands. Additionally the network seeks to raise awareness amongst Illinois citizens about the project and increase involvement.

#### Introduction

For the past twenty-five years the Illinois Butterfly Monitoring Network (IBMN) has been collecting quantitative data on butterfly populations around the greater Chicago-land region and the state. The directive is to utilize a standardized protocol for data collection that allows land managers to evaluate long-term trends in a changing landscape. Equally as important to the mission of the network is engaging citizen scientists in the process of collecting this data. Our sites and our volunteers are widespread and due to the nature of the project and the protocol, they work singly or in pairs throughout the season. The isolated nature of the fieldwork means that creating opportunities for exchange of information are all the more vital to the success of the project. The IBMN offers opportunities for fellowship, mentorship, and continuing education between citizen scientists and professional biologists throughout the year.

#### Methods

Educational materials and online resources are an integral part of the ongoing training and education that keep the program running. These require updates on a semi-regular basis and improved access to remain valid and accessible to the volunteers involved in the program.

The annual meeting in March, trainings throughout the spring, and a summer field trip provide for the interactions that strengthen the skill set of our volunteers. Prospective monitors apply via our website that now links directly to a new volunteer database. Currently the website contains much of the educational materials and provides critical resources for monitors and land managers who are involved in the network.

Data is collected in the field and then submitted through an online link. The website also has links to the handbook with protocol, image banks, data forms, and data summaries. A recent redesign as well as a renewal of the subscription to our domain name was completed to facilitate access of the materials as well as improve site navigation for monitors and project managers alike.

Starting in 2011 and continuing to the present, we have been working to improve our communications and retention of volunteers while reducing our "footprint". With that in mind we looked for an alternative to the mass paper mailings used extensively in our history. While the website provides a passive avenue to provide information, there was still a need to communicate directly with volunteers throughout the year.

Volgistics® is software that is specifically designed to manage the metadata of a large volunteer corp. Currently utilized by a number of non-profits including the Chicago Academy of Sciences and its Peggy Notebaert Nature Museum, the IBMN was able to establish a database of its own by collaborating with the volunteer department at the Peggy Notebaert Nature Museum. By making modifications to the traditional format of the software we have been able to create our own interactive database to store the hundreds of records of past and present monitors, county coordinator contacts, land managers, and the sites they all collaborate on.

#### **Results and Discussion**

Updated training materials for monitors including Power Point presentations for spring workshops were created. The greatly modified website was able to retain the domain name that is familiar to those long involved in the network. Additionally the new training materials have been uploaded for easy access throughout the year, allowing for more remotely located volunteers to obtain, or refresh, training without commuting into the city on specific dates. The materials and website are the first point of reference for numerous networks starting both within the Midwest and across the country. The accessibility of all of these is greatly facilitating our mission to mentor not only monitors within our own network, but those who wish to start similar programs in their own area.

Volgistics® now contains historic and current season information on sites, land managers, and monitors. This has allowed for streamlined record keeping and volunteer communication. In addition there is now an enhanced ability to update and review information across seasons keeping information relevant. The interactive nature of this software makes possible electronic communication within a season in much more directed manner. Subsets of volunteers, such as new-recruits, can be sorted and specifically contacted.

An annual workshop in March 2012 was organized with a world-renowned speaker, Dr. May Berenbaum, as the keynote. It was well attended by 50 – 60 members of the network and prospective volunteers and members of the community. The field workshop in July of the same year was also attended by over 25 members including some of the newest monitors looking to learn from the more experienced members about field ID. These experiences are critical in translating indoor training into the practical skills required for accurate data collection.

#### Conclusion

Monitor trainings were well attended in the current season, frequently reaching capacity with waiting lists for attendance, exceeding all expectations. Notifications for these were posted on the updated website and sent via Volgisitics® software. Paper mailings have been completely eliminated from the annual budget for the Illinois Butterfly Monitoring Network meeting our goals of a "greener" approach as well as a less labor intensive one. Additionally several sites that had fallen into inactive status have now been re-assigned, allowing for the continuation of data collection at key locations with good historical data.

While it is not possible to confirm the direct relationship between a recent increase in participation and the many updates and events made possible by this grant funding, we can say that preliminary numbers indicate that the 2013 season will represent at least a 30% increase in volunteer participation and likely much higher. Regardless of the specific reason for the increase, dealing with such a large influx of new monitors in a single season would have been much more challenging, if not untenable, without the data management and volunteer communication and training updates.



July 2012 Outdoor Workshop and Field trip - West Chicago Prairie



### **Illinois Butterfly Monitoring Network**

Search

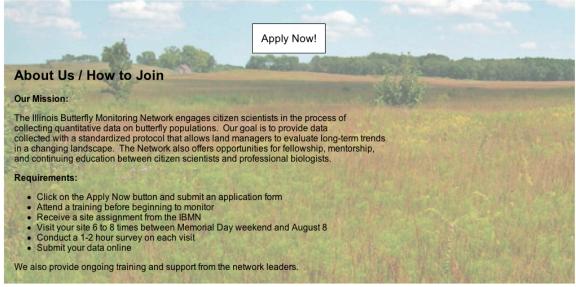
The Illinois Butterfly Monitoring Network engages citizen scientists in the process of collecting quantitative data on butterfly populations.



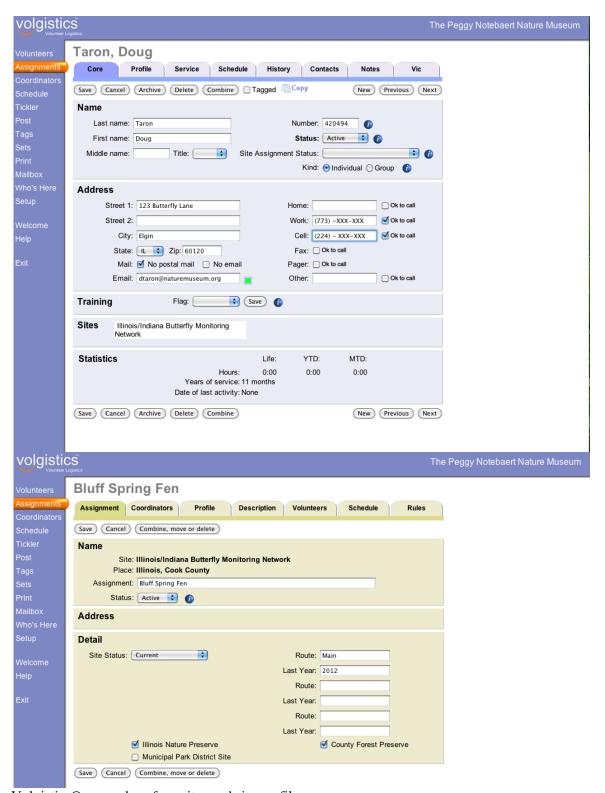


### **Illinois Butterfly Monitoring Network**

The Illinois Butterfly Monitoring Network engages citizen scientists in the process of collecting quantitative data on butterfly populations.



Updated IBMN homepage and link to the new information/application page



Volgistics® examples of monitor and site profile pages

Invoice Date	Vendor	Item(s)	P.O. Number	Acct. Number	Amount
5/5/12	Go Daddy	.ORG Domain Name Renewal - 8 year	CK 2010	4225	\$82.72
3/26/12	Amazon	Gift Cards for Spring IBMN Workshop	Amex	4225	\$75.00
3/10/12	Panera Bread	Food for Annual Meeting	Amex	4225	165.74
7/20/11-06/20/	Volgistics	Online database subscription	Amex	4225	\$697.15

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7/20/11-06/20	Volgistics	Online database subscription	Amex	4225	\$697.15
					+

\$1,020.61

### ILLINOIS DEPARTMENT OF NATURAL RESOURCES FY11 WILDLIFE PRESERVATION FUND GRANT PROGRAM

Grantee Information

### PAYMENT REQUEST CERTIFICATION

Grantee Name:	Chicago Academy of Sciences 2430 N. Cannon Drive Chicago, IL 60614
Grant Agreement #:	12-005W
Amount of Reimbursement Reque	ested: \$ [020.6]
the expenditure for si meet all the required that the amount shows	s or services specified on this request for payment were for the use of this agency and that uch goods or services was authorized and lawfully incurred, that such goods or services standards set forth in the grant agreement to which this request for payment relates, and abelow on this request is correct and approved for payment.
Ву: 2	(Signature) Date: 6 03 13
Name: Karon Kr	(Signature)  Date: 6 03 13  (Signature)  Title: Entomologist
Grantee F.E.I.N. / TIN	
Attach copies of vende Request for Payment	or billings, proof of payment, and other necessary documentation and send the Certification to:
Maggie Co Illinois De 2050 W. S Bartlett, IL	partment of Natural Resources tearns Rd Telephone #:(847) 608-3100 x-2049
	For DNR Use Only Approved
	for Payment: Signature
	Name:
	Date:



### **Illinois Butterfly Monitoring Network**

### Upcoming Events

### Scheduled Workshops

- Beginner's Training Workshops
- Beginner's Workshop for DuPage Monitors May 8
- Field Workshop for Northwest Indiana Monitors June 1
- Chiwaukee Prairie Butterfly Blitz June 22
- IBMN 2013 Summer Workshop July 13

### Past Workshops

Past workshops

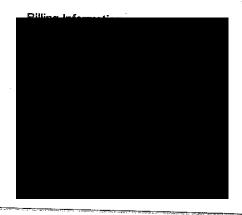
The efforts of the IBMN during the 2011- 2012 season were supported in part by funding from the Illinois Department of Natural Resources Grant # 12-005.

### Go Daddy <u>PRINT</u>

Receipt#: 423923649

DATE: 5/5/2012 6:21:40 AM

Customer #: 2080197



<u>Label</u>

12119-1 .ORG Domain Name Renewal - 8 Years (recurring)

<u>Unit Today's ICANN</u> <u>Price Price fee</u>

NN Extra fee Qty Disc.

<u>Price</u>

\$119.92 \$81.28 \$1.44

1 \$0.00 \$82.72

Length: 8 Domain: BFLY.ORG ⊞ Show Domains

Subtotal: \$82.72

Shipping & Handling: \$0.00

Tax: \$0,00

Total (United States Dollars): \$82.72

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8/30/2012 74-8183/2724	
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### Trip to St Louis and Chicago March 2012

Thursday March 8

Lv Champaign 2:35 pm Ar St Louis 6:05 pm Greyhound 4805 CONF#: 8574057301 Taxi to Marriott West Hotel (Near Maryville Univ. - St. Lukes Hospital - Chesterfield Mall), 660 Maryville Centre Drive St. Louis, MO 314-878-2747

Friday March 9

Missouri State Beekeepers Association c/o Pam Brown 636-398-5014

Welcome - Announcements -8:30AM

The Chemistry of Honey - May Berenbaum - Grand Ballroon 8:50AM

Break - Visit with vendors - Salon A - B - C 9:40AM

Judging of contests 10:00AM

Pollinator Decline - Jerry Hayes - Grand Ballroom 10:15AM

Bees and Pesticides - May Berenbaum, Grand Ballroom 10:55AM

Announcements - Grant Gillard - Door prizes 11:50AM

Book Signing - May Berenbaum, PhD - Registration Table Lunch - ticket required - Westwood & Belle

12:05PM

Native Bees - Richard Houseman, Univ. of MO - Grand Ballroom 1:05PM

Q & A May Berenbaum, PhD & Richard Houseman - Grand Ballroom 1:55PM

Bus tour to the Butterfly House (entrance fee applies) and Faust Park - Lobby The Sticky Subject of Propolis - David Burns - Grand Ballroom

2:35PM Break 3:20PM

Book Signing - Jerry Hayes - Registration Table

Bee Health - Jerry Hayes - Grand Ballroom 3:50PM

5:30 pm Lv St. Louis 5:30 pm Ar Chicago 11:10 pm Amtrak 306 OBE7A5

Evening at Palmer House Hilton, 17 E Monroe, Chicago IL Phone 312-726-7500 Conf

\$ 3457323477

Saturday March 10

9:30 am Illinois Butterfly Monitoring Network Annual workshop, c/o Karen Wilson at 773-755-5131, Cell phone 269-929-2874, Peggy Notebaert Museum, 2430 N.

Cannon Drive, Chicago

10:00 Opening announcements 10:45 Keynote Presentation, May Berenbaum

12:00 -12:45 Wrap-up

Lv Chicago 4:05 pm Ar Champaign 6:15 pm Amtrak 393 OBEA7F

r: FW: Your Order with Amazon.com
Monday, March 26, 2012 1:48 PM
m: Karen Wilson < kwilson@naturemuseum.org>
r: Biology Department < ctroon@naturemuseum.org>

----- Forwarded Message

From: "Amazon.com Gift Cards" <auto-confirm@amazon.com>

Date: Thu, 8 Mar 2012 22:39:32 +0000 (UTC)
To: Karen Wilson <a href="mailto:kwilson@naturemuseum.org">kwilson@naturemuseum.org</a>

Subject: Your Order with Amazon.com

Thank you for your Amazon.com gift card order!

Order information:

Gift Card(s) Ordered (Order #103-5749039-9841826)

Printable Gift Card

Amount: \$25.00 Quantity: 3

Subtotal: \$75.00 Shipping: FREE

Tax: \$0.00

TOTAL: \$75.00

4225-503

Please note: If this order is for a printable gift card, you will be receiving an e-mail with a link to your gift card shortly. To see the latest

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----- End of Forwarded Message

Cust Name

Panera Bread Cafe 8003 Chicago, IL 60661 Phone: 312-575-8502

3/10/2012 8:08:12 AM Check Number: 100381 Cashier: Max 5 BAGEL PACK 5 \$BGL ASIAGO 5 \$BGL CINN SWIRL 5 \$BGL PLAIN 5 \$BGL SESAME 5 \$BGL EVRY THING 5 \$BGL BLUBRY 5 \$BGL CHOC CHIP 5 \$BGL FNCH TST 10 \$BGL SW ONION 5 \$BGL WG 5 \$BGL JALA CHED 5 \$BGL CINN CNCH 5 Veggie TUB 5 Plain RF TUB 1 \$BGL PLAIN 1.05 2 TOTE LIGHT RST 25.18 2 TOTE DECAF 25.18 2 TOTE HAZELNUT 25.18 1 DELIVRY CHRG 15.00 SubTotal 165.74 Tax 0.00Tax exempt ID 999002970 Balance Due 165.74 American Express 165.74 Acct:XXXXXXXXXX4000 AuthCode: 117438 Trans#:3361 4225 - 503

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CHICAGO NEAR NORTH - 773-252-1994 2656 N ELSTON AVE CHICAGO, IL 60647 03/15/2012 11:15 AM EXPIRES 06/13/12

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CLEANING SUPPLI 002090568 SCRUB MOP 003050027 BON AMI CLSF	IES SCRUB MOP T VILEDA PRO SCRUB M BON AMI CLSR T R 140Z PWDR CLNSR	\$11.49 - 0P \$1.17 -
GROCERY 203601031 MP GALLON 231150467 MP TEA	MP GALLON FB 128 FL.OZ DISTILLD 4 @ \$0.99 ea MP TEA FB ICED BLACK DECAF 2	WIR \$1.57
HEALTH-BEAUTY-049000477 UP SANITIZE 052140901 UP COTTON	UP SANIIIZER   R 320Z HAND SANITIZE   2 @ \$5.04 ea	R \$4.38
HOME 253030078 UP TOWEL 253070115 UP FACTAL	UP TOWEL T 6PK 112CT BR MAS UP FACTAL T 4PK 75CT LTN UPR	\$6.99 <b>~</b> \$4.84
SPECIALTY 245070176 UP ISOPROPL	UP ISOPROPL B 32 0Z 70% ALC ANTS	\$2.29 SEP
	SUBTOTAL TAX EXEMPT SALE TOTAL	\$46.77 \$0.00 \$46.77
	*4000 AMEX CHARGE	\$46.77
Target Phar	rmacy We're here t 9am - 9pm M-F 9am - 6pm Sat 9am - 6pm Sun	o help!
DEC#2-2075-09	942-0080-4600-8 VCD#	759-253-345

REC#2-2075-0942-0080-4600-8 VCD#759-253-345

6225-503 \$ 23.61

Closing Date 03/26/12

Activity	Continued		Reference Code		Amount \$
03/03/12	AMAZON PRIME 866-557-2820 REF# UHHGFYDEXMUSHIPPINGCLUB	NV 03/03/12		4225 - 503	79.00
03/08/12	FREUND CONTAINER 708-272-7099 REF# 000920245 DURABLE GOODS	IL 03/08/12	00092024500	4228 - 503	85.88
03/08/12	AMAZON.COM AMZN.COM/BILL REF# KSEWPR3B5A4 MERCHANDISE	WA 03/08/12		4225-503	75.00
03/11/12	PANERA BREAD #8003 0 CHICAGO REF# 000003361 3125758502	IL 03/10/12	00000336100	4225-503	165.74
03/15/12	TARGET STORE T-942 0 CHICAGO REF# 00804600 DISCOUNT STORE	IL 03/15/12	60804600000	4228 -503 \$23 4225 - 503 \$23	16 46.77 3.61
03/16/12	STANLEYS FRUITS & 54 CHICAGO REF# 314001486 7732768050 GROCERY STORES, SUP ROC NUMBER 314001486	IL 03/15/12	31400148600	4228 - 606 \$ 44 4225 - 503 \$ 11	
03/17/12	THE HOME DEPOT 1912 CHICAGO REF# 007759184 800-326-7990	IL 03/16/12	00775918400	4504 -503 \$83 4225-503 \$39	
03/20/12	TOP TROPICALS 941-5756987 REF# 9399851 9542365118	FL 03/19/12	93998510000	4227-602	71.34
03/23/12	COSTCO WHSE #0380 00 CHICAGO REF# 040131000 7733602053	IL 03/22/12	040131000000	4726-503	72.04
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Total for	DOUGLAS J TARON			arges/Other Debits ents/Other Credits	1,102.03 -1,154.37



Date: April 20, 2012	Transaction Number: 56056 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 1,000 volunteer records Up to 500 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes  Service from 04-25-2012 to 05-24-2012	\$61 .00
Amount charged to American Express card ****-***-1005	\$61 .00
Total amount of order:	\$61 .00

#### **Summary Payment Terms**

This is a summary of the Volgistics payment terms. The complete Volgistics payment terms are available at www.volgistics.com/ Payment-Options.htm. By paying for the Volgistics service you indicate your acceptance of the Volgistics payment terms and that you have determined that the Volgistics service suits your volunteer information management needs.

Two payment methods are available: Automatic payment charged to a credit card, and Pre-payment by check or credit card. Volgistics reserves the right to change service fees. If a change in service fees is to occur Volgistics will alert the billing contact for your account at least 30 days in advance. With the Automatic payment method, the new rate is charged beginning on the first billing date following the new rate's effective date. With the Pre-payment method, the new rate applies on the new rate's effective date and the account's expiration date is automatically adjusted based on the new rate.



Date: August 20, 2011	Transaction Number: 44359 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:	
Up to 500 volunteer records Up to 200 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes	<b>4.</b> 5
Service from 08-25-2011 to 09-24-2011	\$45 .00
Amount charged to American Express card ****-****-1005	\$45 .00
Total amount of order:	\$45 .00

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Date: December 20, 2011	Transaction Number: 49968 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 1,000 volunteer records Up to 500 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes	\$61
Service from 12-25-2011 to 01-24-2012	.00
Amount charged to American Express card ****-****-1005	\$61 .00
Total amount of order:	\$61 .00

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Date: February 20, 2012	Transaction Number: 52981 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 1,000 volunteer records	
Up to 500 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes	ФC4
Service from 02-25-2012 to 03-24-2012	\$61 .00
Amount charged to American Express card ****-****-1005	\$61 .00
Total amount of order:	\$61 .00

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Date: January 20, 2012	Transaction Number: 51481 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 1,000 volunteer records Up to 500 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes  Service from 01-25-2012 to 02-24-2012	\$61 .00
Amount charged to American Express card ****-****-1005	\$61 .00
Total amount of order:	\$61 .00

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Date: July 20, 2011	Transaction Number: 42904 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 500 volunteer records Up to 200 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes  Service from 07-25-2011 to 08-24-2011	\$45 .00
Amount charged to American Express card ****-****-1005	\$45 .00
Total amount of order:	\$45 .00

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Date: June 20, 2012	Transaction Number: 59305 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 1,000 volunteer records	
Up to 500 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes	<b>*</b> 04
Service from 06-25-2012 to 07-24-2012	\$61 .00
Amount charged to American Express card ****-****-1005	\$61 .00
Total amount of order:	\$61 .00

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Date: March 20, 2012	Transaction Number: 54540 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 1,000 volunteer records	
Up to 500 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes	•
Service from 03-25-2012 to 04-24-2012	\$61 .00
Amount charged to American Express card ****-***-1005	\$61 .00
Total amount of order:	\$61 .00

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Two payment methods are available: Automatic payment charged to a credit card, and Pre-payment by check or credit card. Volgistics reserves the right to change service fees. If a change in service fees is to occur Volgistics will alert the billing contact for your account at least 30 days in advance. With the Automatic payment method, the new rate is charged beginning on the first billing date following the new rate's effective date. With the Pre-payment method, the new rate applies on the new rate's effective date and the account's expiration date is automatically adjusted based on the new rate.



Date: May 20, 2012	Transaction Number: 57655 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 1,000 volunteer records Up to 500 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes	\$61
Service from 05-25-2012 to 06-24-2012	.00
Amount charged to American Express card ****-****-1005	\$61 .00
Total amount of order:	\$61 .00

#### **Summary Payment Terms**

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Date: November 20, 2011	Transaction Number: 48566 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 1,000 volunteer records Up to 500 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes  Service from 11-25-2011 to 12-24-2011	\$61 .00
Amount charged to American Express card ****-***-1005	\$61 .00
Total amount of order:	\$61 .00

#### **Summary Payment Terms**

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Date: October 20, 2011	Transaction Number: 47196 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 1,000 volunteer records Up to 500 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes  Service from 10-25-2011 to 11-24-2011	\$61 .00
Amount charged to American Express card ****-***-1005	\$61 .00
Total amount of order:	\$61 .00

#### **Summary Payment Terms**

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Date: September 29, 2011	Transaction Number: 46166 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Amou nt
Changed service level to:	
Up to 1,000 volunteer records Up to 500 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes	
Service from 09-29-2011 to 10-24-2011	\$13.15
Paid by American Express card ****-***- ****-1005	\$13.15
Total amount of order:	\$13.15

**Attention purchasing:** This order is for an online service: no articles are shipped to you. Service begins once payment is received.

#### **Summary Payment Terms**

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Date: September 20, 2011	Transaction Number: 45745 Volgistics account number: 271-042-830
Ordered from: Volgistics Inc. P.O. Box 406 Wayland, Michigan 49348-0406	Ordered by: The Peggy Notebaert Nature Museum 2430 N. Cannon Drive Chicago,

Description of items or services ordered	Am ou nt
Automatic monthly Volgistics service fee payment for the following service level:  Up to 500 volunteer records Up to 200 archived volunteer records Up to 2 system operators Include VicNet: No Include VicTouch: Yes  Service from 09-25-2011 to 10-24-2011	\$45 .00
Amount charged to American Express card ****-***-1005	\$45 .00
Total amount of order:	\$45 .00

#### **Summary Payment Terms**

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