1. Overview
   This document defines the technical process to:
- Identify the Slack Channel Id given this name: Vantage Financial Meetings
- List the latest 7 days of messages from that channel
- Automatically retrieve the latest meeting recorded in that Slack channel which starts with: **Vantage Financial Meeting Summary**
- Generate tasks and action items derived from that meeting
- Identify the board from Vantage Financial on Monday.com.
- Iteratively create those tasks inside the "Test Group" board in Monday.com under the Vantage Financial workspace.