

Meeting Summary – test-1

Date: 19 Nov 2025

Summary of Discussion

- Alice: We will deliver the sales deck by 2025-12-01.
- Action: Rohit (rohit@example.com) will prepare the slides.
- Bob: Please assign someone to check the budget.

Extracted Action Items

1. Alice: We will deliver the sales deck by 2025-12-01.
Owner: We@example.com; Due: 2025-12-01
2. Action: Rohit (rohit@example.com) will prepare the slides.
Owner: rohit@example.com; Due: Not specified
3. Bob: Please assign someone to check the budget.
Owner: Not assigned; Due: Not specified
4. Carol: Todo: follow up next week.
Owner: Not assigned; Due: 2025-11-19

Tasks Created

- ISSUE-3d888dbe — Alice: We will deliver the sales deck by 2025-12-01. (Owner: We@example.com; Due: 2025-12-01)
- ISSUE-75f16479 — Action: Rohit (rohit@example.com) will prepare the slides. (Owner: rohit@example.com; Due: Not specified)
- ISSUE-7f58f79b — Bob: Please assign someone to check the budget. (Owner: No owner; Due: Not specified)
- ISSUE-ec1bd479 — Carol: Todo: follow up next week. (Owner: No owner; Due: 2025-11-19)

Notifications Sent

- Issue ISSUE-3d888dbe -> status: sent
- Issue ISSUE-75f16479 -> status: sent