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| Meeting Date | 15/10/2023 | 16/10/2023 | 17/10/2023 | 18/10/2023 | 19/10/2023 |
| Department | Product Development | Sales | HR | Marketing | Finance |
| Agenda | New product features | Quarterly targets | Employee training programs | Social media strategy | Budget planning |
| Attendees | 5 | 8 | 6 | 4 | 7 |