

Week 4 – AI Agent Development

Date: 27 October 2025

Mode: WhatsApp (online)

Participants: Anjali, Sandra, Aleksandrs

Meeting lead by Aleksandrs

Meeting notes prepared by Sandra

Purpose

- Review early AI agent development
- Focus on data extraction

Key Discussion

- PDF ingestion implemented
- LLM-based extraction tested
- Early accuracy issues discussed

Decisions

- Use Python for numeric calculations
- Test several LLM-based models

Actions

Action	Responsible
Refine extraction prompts	Anjali
Validate extracted values	Sandra