AI Meeting Minutes Software 2024 Benchmark

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Methodology of the study :

We compared the quality of the 6 best AI minutes software on the market (Fireflies, Otter.ai, TLDV, Sembly, MeetGeek, Noota). We gave them the same input document -which are mock YouTube Videos for 5 different types of meetings (Team Meeting, 1 on 1 Meeting, Job Interview, Annual General Meeting, Boad Meeting). We used the built-in features of each software to generate AI notes for each meeting. Here's the workflow used for each software :

- *Fireflies: we uploaded the audio and used the feature "customize" to apply the relevant built-in Fireflies "AI apps".*
- *MeetGeek: we used the "AI summary" section.*
- *Sembly AI: we customized the AI notes based on the relevant built-in Sembly minutes template.*
- *Noota: we relied on the relevant built-in "AI summary templates" by using the "detailed" mode.*
- *TLDV: we used the relevant built-in "tag templates".*
- *Otter AI: we copied the AI summary from the generic "summary" section.*

Then, we asked Claude Sonnet 3.5 to rank and compare the AI reports based on three criteria (Relevance, Precision, and Exhaustiveness). To mitigate the influence of the order of submission of each minutes, we used a custom-made program that send to Sonnet 3.5 the same prompt but in random order.

Here's the prompt we used 20 times for each assessment :

Here's the transcription of the meeting : " "

*Rank objectively by really comparing the relevance, precision and exhaustiveness of each minutes, give an order of quality from the best to the worst based on : how managers and team members can follow up on decisions, actions and discussions made during the meeting / based on how shareholders can be updated on the company situation and board members be oriented on the next steps / based on how coach can follow up on their sessions and give feedback to their coachees / based on how recruiters can review, compare and share candidate information from their interviews / based on how board members can follow up on their decisions and next steps : "*minutes given by random order**"*

Here’s the overall ranking :

1. **Noota: 558 points**
2. **Fireflies: 416 points**
3. **Sembly AI: 413 points**
4. **MeetGeek: 395 points**
5. **TLDV: 188 points**
6. **OtterAI: 184 points**

Points are calculated based on the addition of the score assigned to each ranking on the 20 repetitions of each test (1st : 6; 2nd : 5; 3d : 4; 4th : 3; 5th : 2; 6th : 1)

The study is based on the available capabilities of each tool in the 5 July 2024.

Rank	Tool	Team Meeting	Job Interview	1-on-1 Meeting	Annual General Meeting	Board Meeting	Total Points
1	Noota	106	113	101	120	118	558
2	Fireflies	68	99	78	73	98	416
3	Sembly AI	78	74	100	73	88	413
4	MeetGeek	89	72	74	84	76	395
5	TLDV	28	36	21	57	46	188
6	OtterAI	41	32	53	38	20	184

Overall Comparison made by Claude Sonnet 3,5 :

1. **Noota** consistently ranks as the top performer across different meeting types. Their minutes are:
    - Most comprehensive and well-structured
    - Provide clear overviews and detailed discussion points
    - Include specific, actionable items assigned to team members
    - Easy to follow and offer the most value for follow-up
    - Consistently provide clear sections for different parts of the meeting
2. **Fireflies** generally ranks second or third. Their minutes:
    - Offer good structure with key objectives and blockers
    - Include unique features like speaker contributions
    - Provide chronological summaries with timestamps
    - Capture most key points and provide good context
    - However, they're usually less comprehensive than Noota's
3. **Sembly AI** typically ranks second or third. Their minutes are:
    - Concise and well-organized
    - Include clear action items
    - Offer good outlines of main topics discussed

    - Provide a balance of summary and detail
    - However, they may lack some depth compared to Noota and Fireflies
4. **MeetGeek** usually ranks in the middle. Their minutes:
    - Offer a good balance of summary and detail
    - Include AI insights on meeting efficiency
    - Provide timestamps and highlight key topics
    - Have clear formats with action items
    - However, they're often less detailed than the top performers
5. **TLDV** typically ranks near the bottom. Their minutes:
    - Provide some key points and next steps
    - Include timestamps for reference
    - However, they lack the detail and structure needed for effective follow-up
    - Often miss important elements like clear action items
6. **Otter AI** consistently ranks at the bottom. Their minutes:
    - Provide relevant information
    - However, they lack clear structure and specific action items
    - Are often the most difficult to follow and extract useful insights from

DETAILED RANKING

Best AI Minutes Tools for Team Meetings

Product Marketing Meeting (weekly) 2021-06-28

Rank	Tool	Individual Run Rankings	Total Points
1	Noota	2, 1, 1, 1, 1, 2, 1, 1, 2, 2, 2, 2, 1, 3, 2, 2, 1, 2, 1, 2	106
2	MeetGeek	1, 2, 3, 3, 2, 1, 4, 2, 3, 3, 1, 3, 2, 1, 4, 3, 2, 3, 2, 1	89
3	Sembly AI	4, 3, 4, 2, 4, 3, 2, 3, 1, 4, 3, 4, 4, 2, 3, 4, 3, 1, 5, 3	78
4	Fireflies	3, 5, 2, 4, 3, 4, 3, 4, 6, 4, 4, 1, 3, 4, 5, 1, 4, 5, 3, 4	68
5	OtterAI	5, 4, 5, 5, 6, 5, 5, 5, 4, 6, 5, 6, 5, 5, 1, 6, 5, 6, 4, 6	41
6	TLDV	6, 6, 6, 6, 5, 6, 6, 6, 5, 5, 6, 5, 6, 6, 6, 5, 6, 4, 6, 5	28

Explanation given by Sonnet :

Noota's minutes are the most comprehensive, well-structured, and actionable. They provide a clear overview, detailed discussion points, issues raised, and specific action items assigned to team members. The format is easy to follow and provides the most value for follow-up. MeetGeek's minutes offer a good balance of summary and detail. They include AI insights on meeting efficiency, highlight key topics, and provide timestamps. The format is clear and includes action items, though not as specific as Noota's. Sembly AI's minutes are concise and well-organized with clear action items. However, they lack some of the depth and context provided by the top two. Fireflies' minutes have a good structure with key objectives, blockers, and action items. They also include speaker contributions, which is unique. However, they're less comprehensive than the top three. OtterAI's minutes provide a decent overview but lack clear structure and specific action items. The information is there, but it's not as easy to follow up on decisions and actions. TLDV's

minutes are the least comprehensive and actionable. While they provide some key points and next steps, they lack the detail and structure needed for effective follow-up.

Compared Minutes:

1. Noota

Date 2024-07-03

Overview The meeting focused on planning for upcoming product announcements and marketing initiatives for GitLab 14 launch and Commit event, with discussions on identifying key product features, developing messaging frameworks, conducting competitive analysis, and improving corporate event support; issues raised included lack of clear product stage descriptions and difficulty in highlighting new product capabilities, which were addressed through various strategies; tasks were assigned to team members for further action.

Meeting Info

Attendees: Speaker 0, Speaker 1, Speaker 2, Speaker 3, Speaker 4, Speaker 5, Speaker 6

Absent: None mentioned

Main Objective

The main objective of the meeting was to discuss and plan for upcoming product announcements and marketing initiatives, including:
• Identifying key product features and improvements to highlight for the GitLab 14 launch and Commit event
• Developing messaging frameworks and taglines to promote GitLab's capabilities
• Comparing GitLab's features against competitors for a competitive analysis

List of agenda items

• Corporate event support and responsibilities
• Product announcements for GitLab 14 launch and Commit event
• Developing messaging frameworks and taglines
• Competitive analysis: comparing GitLab features against competitors

Follow up on previous actions

There was no explicit mention of following up on previous actions from prior meetings. However, some points discussed suggest ongoing efforts:
• Identifying key product features and improvements since the last major release (GitLab 13)
• Continuing work on a competitive analysis by comparing GitLab's features against top competitors
• Refining messaging frameworks and taglines based on previous iterations

Discussion Details

The key discussion points were:
Corporate Events Support

The team discussed the need for better event support from the go-to-market teams. The current approach is for the PMM and campaign manager to support events their team "sponsors". The team was asked to work with their GTM teams to confirm commitments for upcoming events like re:Invent, Google Next, and KubeCon.
Product Announcements for GitLab Commit

The team discussed potential product announcements to highlight at the upcoming GitLab Commit event. Suggestions included:
• Vulnerability management improvements
• Kubernetes agent and GitOps capabilities
• Proprietary security scanning tools like Browserker
• IDE integrations like VS Code
• Value stream analytics

The goal was to identify the top 5 announcements across the product stages (Create, Verify, Package, etc.).
Competitive Positioning

The team reviewed a draft infographic comparing GitLab's capabilities to competitors across different product stages. Key points:
• Using green bars to show relative capabilities instead of red/yellow for a less negative tone
• Need to provide descriptions for each product stage (Create, Verify, etc.)
• Initially focusing on Tier 1 competitors like GitHub, Azure DevOps, Atlassian

Messaging Framework

The team provided feedback on a draft messaging framework with short, punchy statements like:
• "A single source of truth, countless possibilities"
• "More speed, less risk"
• "Move fast with confidence"

Issues Raised

A few issues were raised during the discussion:
• Lack of clear descriptions for GitLab's product stages like "Verify" and "Manage", which could confuse users
• Difficulty highlighting major new product capabilities since GitLab's roadmap is public and features ship incrementally
• Balancing positioning GitLab as a full DevOps platform vs. individual tool capabilities

The team acknowledged these challenges and aimed to address them through:
• Providing stage descriptions in the next iteration of the competitive positioning infographic
• Grouping related incremental improvements into broader "announcements" for Commit
• Positioning GitLab as a platform while still comparing individual capabilities

Action list by person

All PMMs: Work with GTM teams to confirm event commitments for re:Invent, Google Next, KubeCon
Cormac: Add top 5 product announcements for the Plan stage
Samia: Review list of competitors for each product stage and ensure relevance
Brian: Finalize draft messaging statements for velocity/confidence

Date of next contact

No specific date was mentioned for the next meeting, but some deliverables had a due date of Tuesday (likely the following week).

2. MeetGeek

Meeting Summary

The meeting began with a discussion on the Corporate Events Support Strategy, focusing on garnering support from GTM teams and campaign managers for event participation. The team then delved into planning Product Announcements Strategy, emphasizing highlighting improvements and transitioning features for the upcoming event. Discussions also included adding new Product Features and Integrations, measuring excitement levels, and selecting top announcements for the Product Keynote. Challenges identified encompassed competitor selection, feature comparisons, and improving user understanding. The team also discussed GitOps, Integration Capabilities, and Messaging Framework Development, aiming for impactful messaging and branding strategies. Lastly, a fun touch was added with Movie Recommendations to foster team bonding. The meeting concluded after covering a wide range of topics and strategies.

AI Insights

The meeting demonstrated exceptional Time Management Efficiency, with all computed values consistently at 100%. The meeting duration of 43 minutes aligned well with the allocated time, indicating that discussions were concise and covered multiple topics within the set timeframe. This high efficiency suggests that the meeting started and ended on time, ensuring optimal time utilization for productive discussions.

Topics & Highlights

1. **Corporate Events Support Strategy** (00:17)
    - **Project Status** | The team discussed the current tactic of having the go-to-market team sign up and sponsor events, emphasizing the need for support from GTM teams and campaign managers for event participation. (00:17)
2. **Product Announcements Strategy** (03:53)
    - **Innovation and Feedback** | The team discussed the strategy for product announcements, considering highlighting significant improvements made over the past year and reusing features from the recent 14.0 release. (03:53)
3. **Product Features and Integrations** (06:22)
    - **Innovation and Feedback** | The team discussed adding new features and integrations to the product, such as managing, integrations with VS Code, and community contributions for VS Code. They also talked about categorizing key iterations and measuring excitement levels based on user demand and usage. (06:22)

    - **Innovation and Feedback** | Further discussions on measuring excitement levels based on user demand and usage, with considerations on using MAU as a metric and how demand and upvotes can influence the excitement level of features. (10:24)
4. **Product Keynote Announcements** (14:42)
    - **Identified Challenges** | Challenges discussed include selecting impactful announcements, avoiding repetition of press coverage, and deciding on the priority between vulnerability management and proprietary scanning improvements. (16:07)
    - **Accomplishments** | Discussion on aligning top five announcements for the product keynote and generating excitement by highlighting mature features. (14:48)
5. **Discussion on GitOps and Integration Capabilities** (19:24)
    - **Project Status** | The team discussed the significance of GitOps, Kubernetes agent, and integration capabilities, emphasizing the need to prioritize top items from plan and CICD, such as pipeline editor and value stream analytics. (19:24)
6. **Competitive Analysis and Competitor Selection** (23:03)
    - **Project Status** | The team deliberated on the correct selection of competitors for each stage, emphasizing the use of tier one competitors and excluding irrelevant ones to ensure accurate comparisons. (23:03)
7. **Comparison of Competitors' Features** (25:21)
    - **Innovation and Feedback** | The team discussed the importance of describing features like monitoring and configuring in a value-based manner rather than just listing product stages. They emphasized the need for a more descriptive approach to differentiate their offerings. (26:51)
    - **Accomplishments** | The team shared and reviewed a new infographic created by the design team for a single tool comparison and platform players. They made decisions on moving forward with certain stages and discussed the need for more descriptive terms like 'configure' and 'monitor' in their data model. (28:18)
8. **Improving User Understanding of Features** (30:41)
    - **Identified Challenges** | The challenge of audience members not understanding the purpose of the 15 features was highlighted, leading to a discussion on the need for clearer descriptions to improve user comprehension. (31:08)
    - **Innovation and Feedback** | Various suggestions and feedback were shared regarding the use of colors, with a preference for green over red for a more positive and visually appealing comparison approach. Additionally, the discussion touched upon the importance of user-friendly design for better user engagement. (31:37)
9. **Messaging Framework Development** (33:17)

- **Accomplishments** | The successful creation of pithy and catchy messaging statements for key project aspects was acknowledged as an achievement, demonstrating progress in developing impactful communication strategies. (33:31)

10. **Messaging and Branding Strategy Discussion** (35:19)

    - **Innovation and Feedback** | The team engaged in a detailed discussion on messaging and branding strategies, aiming to convey confidence, security, and control through catchy and impactful phrases. Various options were considered, with a focus on achieving parity in tone and effectively communicating the product's value proposition. (35:19)

11. **Movie Recommendations** (41:36)

    - **Innovation and Feedback** | The team discussed recommending movies like 'Talladega Nights' and 'Stepbrothers' for everyone to watch, aiming to create a fun and engaging working environment. This aligns with fostering team bonding and a positive work culture. (41:36)

3. Sembly AI

📎 Corporate Events Support Restructuring

Updates

The current tactic involves the Go-To-Market (GTM) team signing up and sponsoring events, with campaign managers handling campaigns.
The event support structure needs refinement due to restructuring efforts.
Engagement with GTM teams is crucial for successful event support.

Next Steps

Collaborate closely with GTM teams to ensure event support alignment.

📎 Product Announcements Strategy

Updates

Focus on identifying significant improvements made since the last year for impactful product announcements.
Emphasize features that have transitioned from beta to full-fledged status.
Consider grouping related features for a more cohesive narrative.

Next Steps

Compile a list of top product announcements for the upcoming event.

📎 Key Feature Highlighting for GitLab Event

Updates

Discussion on selecting top features for GitLab event keynote presentations.

Considerations include customer demand, press attention, and feature maturity.
Evaluation of features like vulnerability management, proprietary scanners, Kubernetes agent, and integrations.

Next Steps

Finalize top five features for the event keynote presentations.

📎 Competitive Analysis Alignment

Updates

Clarification sought on aligning competitors for specific stages like CD Configure and Monitor.
Ensuring relevance by comparing with stage-specific competitors rather than a generic list.
Reviewing the identified competitors to match the appropriate stage for accurate analysis.

Next Steps

Align competitors based on the specific stage requirements for accurate competitive analysis.

📎 Competitor Analysis Spreadsheet

Updates

The team discussed the need to accurately list competitors on the spreadsheet based on their relevance to each project stage.
Tier one competitors were the focus for the current analysis, with plans to address tier two and tier three competitors later.
GitLab was identified as missing from the list and will be added.
The team emphasized the importance of accurately representing competitors' capabilities, especially for platform players like Azure DevOps, GitHub, and Atlassian.

Next Steps

Review and update the competitor list on the spreadsheet, ensuring accuracy and relevance to each project stage.
Add GitLab to the list of competitors.
Provide detailed descriptions of competitors' capabilities, particularly focusing on platform players.

📎 Messaging Framework Development

Updates

The team discussed creating punchy and catchy statements for different aspects of the messaging framework.
Various statements were proposed and evaluated for their effectiveness and tone.

Emphasis was placed on maintaining consistency and parity in the messaging tone.

Next Steps

Finalize the punchy statements for each aspect of the messaging framework.
Ensure the statements effectively convey the key messages and resonate with the target audience.
Consider feedback and suggestions for refining the messaging framework.

📎 Infographic Design Review

Updates

The team mentioned a new infographic designed by the design team but had not yet reviewed it.
A link to the infographic was shared during the meeting for team members to access and review.
Feedback on the infographic's design and content was pending further review.

Next Steps

Review the new infographic design and provide feedback on its effectiveness and clarity.
Discuss any necessary revisions or improvements to the infographic.
Incorporate feedback from the team to finalize the infographic design for future use.

4. Fireflies AI

Summary
Key Objectives

- Corporate Event Support (00:33)
    - Need for better event support structure.
    - PMMs and campaign managers to take responsibility for specific events.
-
- Product Announcements (04:04)
    - Identify key product announcements for GitLab 14 launch and upcoming events.
    - Focus on mature features and those coming out of beta.
-
- Feature Aggregation and Excitement Levels (05:01)

        - Group related features into broader categories for more impactful announcements.
        - Assess excitement levels to prioritize features for PR.
-
- Competitive Analysis (23:02)
    - Clarify which competitors to compare against for each product stage.
    - Ensure comparisons are relevant and useful.
-

Blockers

- Lack of Real-Time Feedback (01:57)
    - Difficulty in getting timely responses from campaign managers and GTM teams.
-
- Feature Excitement Level Assessment (11:09)
    - Need to determine a consistent metric for gauging excitement levels.
-
- Competitive Analysis Relevance (24:25)
    - Some competitors listed may not be relevant for specific stages.
-

Action Items

- Corporate Event Support (01:45)
    - Team members to connect with GTM teams to confirm event support.
    - Ensure campaign managers commit to their assigned events.
-
- Product Announcements (16:15)
    - Team to finalize top five features for each stage by Tuesday.
    - Review and aggregate features for the plan stage.
-
- Feature Aggregation and Excitement Levels (18:36)
    - Group related features and assess their overall impact.
    - Finalize the list of features with excitement levels.
-
- Competitive Analysis (24:02)
    - Review and update the list of competitors for each stage.
    - Add GitLab to the competitive analysis for better context.
-

Speaker Contributions

Speaker 1

- Key Objectives
    - Corporate Event Support (00:33): Emphasized the need for a better event support structure and the role of PMMs and campaign managers.
    - Product Announcements (04:04): Discussed the need to identify key product announcements for GitLab 14 launch and upcoming events.

        - Feature Aggregation and Excitement Levels (05:01): Suggested grouping related features and assessing excitement levels.
-
- Blockers
    - Lack of Real-Time Feedback (01:57): Mentioned difficulty in getting timely responses from campaign managers and GTM teams.
    - Feature Excitement Level Assessment (11:09): Highlighted the need to determine a consistent metric for gauging excitement levels.
-
- Action Items
    - Corporate Event Support (01:45): Asked team members to connect with GTM teams to confirm event support.
    - Product Announcements (16:15): Asked the team to finalize top five features for each stage by Tuesday.
    - Feature Aggregation and Excitement Levels (18:36): Suggested finalizing the list of features with excitement levels.
-

Speaker 2

- Key Objectives
    - Competitive Analysis (23:02): Raised the issue of clarifying which competitors to compare against for each product stage.
-
- Blockers
    - Competitive Analysis Relevance (24:25): Pointed out that some competitors listed may not be relevant for specific stages.
-
- Action Items
    - Competitive Analysis (24:02): Suggested reviewing and updating the list of competitors for each stage.
    - Competitive Analysis (24:02): Recommended adding GitLab to the competitive analysis for better context.
-

Speaker 3

- Key Objectives
    - Product Announcements (04:04): Contributed to the discussion on identifying key product announcements for GitLab 14 launch and upcoming events.
    - Feature Aggregation and Excitement Levels (05:01): Agreed on grouping related features and assessing excitement levels.
-
- Blockers
    - Feature Excitement Level Assessment (11:09): Agreed on the need to determine a consistent metric for gauging excitement levels.
-

- Action Items
    - Product Announcements (16:15): Agreed to review and aggregate features for the plan stage.
    - Feature Aggregation and Excitement Levels (18:36): Agreed to finalize the list of features with excitement levels.
-

Timestamps

- 00:33: Corporate Event Support discussion.
- 01:45: Connecting with GTM teams.
- 01:57: Lack of Real-Time Feedback issue.
- 04:04: Product Announcements discussion.
- 05:01: Feature Aggregation and Excitement Levels.
- 11:09: Feature Excitement Level Assessment.
- 16:15: Finalizing top five features.
- 18:36: Finalizing feature list.
- 23:02: Competitive Analysis discussion.
- 24:02: Reviewing and updating competitors.
- 24:25: Competitive Analysis Relevance issue.

5. Otter AI

The group discussed ways to enhance event support and vulnerability management, as well as strategies for prioritizing product launches and balancing competing factors in business decision-making. Speakers emphasized the importance of identifying the right competitors, evaluating DevOps tools based on specific criteria, and considering all factors when making decisions. They also highlighted the need for a comprehensive approach to decision-making, acknowledging that there are rarely any clear-cut solutions.

Action Items

More options

This list can be reordered. To drag an action item, press space or enter on the drag handle. Use the up and down arrow keys to move the action item. To drop the item, press space or enter again. To cancel drag and drop, press escape.

Outline

Product announcements for upcoming events, including vulnerability management and integrations.

- Event support needs clarity and coordination among teams.
- Speaker 1 seeks help from corporate events team to track down commitments for coop con.
- Speaker 1 suggests highlighting vulnerability management and integrations as key announcements for the upcoming event.
- Speaker 2 agrees and suggests reusing content from previous demos to support the PR team.

Prioritizing product features based on excitement level, with a focus on UX improvements.

- Speaker 4 bucketed key iterations into UX and research-based user experience, aligning with typical launch strategies.
- Speaker 3 and 5 also used similar approaches for incident management and plan features, bundling exciting and less exciting items.
- Speaker 1: Excitement levels for new features to be determined based on individual judgment calls.
- Speaker 2: Stack ranking of low excitement features may be considered to prioritize key features.
- Speaker 4 suggests prioritizing UX improvements, such as map redesign, for the Create stage.
- Speaker 1 aims to identify top announcements for the product keynote at GitLab Commit.

Company wins and upcoming projects.

- Speaker 2: Vulnerability management is top priority, followed by proprietary scanning.
- Speaker 1: Kubernetes agent and TerraForm integration are valuable investments.
- Speaker 3 suggests calling the get ops initiative "a bucket of capabilities" (19:51)
- Leaders discuss potential CI CD and Value Stream Analytics stories (20:40-21:06)

Selecting relevant competitors for product comparison.

- Speaker 3 clarifies competitor analysis for each stage, identifying relevant comparators for each.
- Focus on tier one competitors for now, with plans to expand to tiers two and three later.

Software development stages and features, including monitoring and configuration.

- Speaker 1 and 7 discuss the importance of monitoring and configuration capabilities for platform vendors.
- Design team creates an infographic to illustrate the differences between platform and vendor offerings.
- Speaker 7: Concerned about lack of clarity in feature names (e.g. "aerify," "managed")
- Speaker 1: Proposes separating data model from presentation layer to improve updateability

Creating a comparison page for DevOps tools, with a focus on messaging and branding.

- Speaker 7 suggests using red and yellow to make the comparison page more visually appealing.
- Speaker 1 wants to prioritize creating a helpful asset for the industry rather than a marketing tool.
- Speaker 1 likes "single source of truth, countless possibilities" and "end to end control over software factory" for their catchy and pithy nature.
- Speaker 1 dislikes "scale up, speed up, test up" as it sounds goofy and doesn't have a consistent tone with the other phrases.

How to phrase "move fast with confidence" in a catchy and memorable way.

- "Speakers discuss how to phrase 'secure software factory' for marketing, settling on 'secure and control your software factory and its deliverables'."
- Speaker 1 seeks to encapsulate their philosophy of moving fast with confidence.
- Speakers discuss marketing strategies, including "more speed, less risk" and "no trade offs."

6.. Tldv

Corporate Event Support

Discussion around improving support for corporate events and assigning teams to specific events.
Next Steps: Discussed that event support needs to be more structured, plan to have GTM teams sign up to sponsor specific events. 00:20

Next Steps: Asked GTM teams to commit to specific events by commenting on the issue. 02:32

Product Announcements for Commit Event

Brainstorming potential product announcements to make at the Commit event given GitLab's public roadmap.
Ideas: Discussed looking back over the past year to find features that have matured enough to announce as generally available. 03:01
Next Steps: Decided to aim for 3 announcements per stage with a focus on bundling related iterations under bucketed topics. 05:58

Messaging Framework

Reviewed and provided feedback on a proposed messaging framework with catchphrases for key product areas.
Ideas: Discussed proposed catchphrases, liked 'A single source of truth' and 'Countless possibilities', disliked 'Scale up, speed up, test up'. 16:57
Ideas: Suggested alternative catchphrase 'More speed, less risk' for DevOps area. 19:51

Marketing Messaging

Discussing catchphrases and slogans to convey GitLab's value proposition.
Ideas: Discussing a catchphrase from a previous blog post and refining the messaging. 20:25
Ideas: Brainstorming catchy slogans to convey what GitLab's velocity product provides. 22:01
Ideas: Debating different slogans and deciding on preferred options. 23:28

Product Positioning

Aligning on how to position GitLab's products and value in marketing communications.
General Information: Discussing refining the positioning of GitLab's speed and risk tradeoffs. 24:38

Next Steps

Wrapping up the meeting and outlining follow up tasks.
Next Steps: Confirming deliverable is due by end of day and soliciting any other thoughts. 25:33

Best AI Minutes Tools for Job Interviews

Job Interview Good Example copy

Rank	Tool	Individual Run Rankings	Total Points
1	Noota	1, 2, 1, 2, 1, 1, 1, 2, 1, 3, 1, 1, 4, 1, 1, 1, 3, 2, 1, 1	113
2	Fireflies	2, 1, 2, 1, 2, 3, 3, 1, 2, 1, 2, 2, 1, 3, 2, 2, 1, 1, 2, 2	99
3	Sembly AI	3, 4, 3, 4, 4, 2, 4, 4, 3, 4, 3, 3, 2, 5, 3, 4, 2, 4, 4, 3	74
4	Meet Geek	4, 3, 4, 3, 3, 4, 5, 3, 4, 2, 4, 4, 3, 4, 5, 5, 4, 3, 5, 4	72
5	TLDV	5, 5, 5, 6, 5, 5, 6, 5, 5, 5, 5, 5, 5, 6, 4, 3, 6, 5, 6, 5	36
6	Otter AI	6, 6, 6, 5, 6, 6, 2, 6, 6, 6, 6, 6, 6, 2, 6, 6, 5, 6, 3, 6	32

Explanation given by Sonnet :

Noota's minutes are the most comprehensive and well-structured. They provide a detailed overview of the candidate's background, motivations, skills, and potential concerns. The information is organized into clear sections, making it easy for recruiters to find specific details. Fireflies offers a detailed, chronological summary of the interview with timestamps. It captures most of the key points and provides good context for each topic discussed. Sembly AI provides a concise summary and a well-organized outline of the main topics discussed. While not as detailed as Noota or Fireflies, it offers a good overview of the candidate's qualifications and interests. Meet Geek's minutes include some useful insights and KPI scores, which could be helpful for recruiters. However, the organization is less clear, and some important details are missing. TLDV's minutes are brief and provide a basic outline of the interview. While it captures some key points, it lacks the depth and detail that recruiters might need for a thorough evaluation. Otter AI's minutes are the least structured and most difficult to follow. While they contain some relevant information, the lack of organization and context makes it challenging for recruiters to extract useful insights efficiently.

Compared Minutes:

1. Noota

Overview Chris Sure, a Master's of Education student and former teacher, is applying for a Customer Service Representative role at REI due to his passion for the outdoors and working with people; he demonstrates good knowledge of the company and role, has experience in dealing with different personalities and conflict resolution, and shows potential for marketing REI's products to the teaching profession, despite the risk of a career change and potential conflict with existing employees.

Candidate Information

Candidate Name:
Chris Sure
Position Applied For:
Customer Service Representative at REI
Interviewers:
Kate Johnson

Candidate Background :

Education and Initial Career Path:
Chris is currently finishing his Master's of Education program at Lake Erie College and was previously working as a teacher.
Previous Professional Experiences:
[Job title]
Teacher at [Company name] [Not specified] [Duration]: [Not specified]
[Job title]
Photographer at [Company name] A photography company [Duration]: [Not specified]

Reason for applying and motivations

Chris is moving to the Jacksonville area with his wife due to her job relocation. He decided to make a career change as well and apply for the customer service role at REI because:
• He loves being outdoors and doing outdoor activities
• He loves working with people
• He wants to combine his experience as a teacher helping people with his interest in the outdoors

• He is passionate about REI's mission of involving others in outdoor experiences
• He is attracted by REI's reputation as one of the top companies to work for

Candidate Knowledge of the Role & Company

Chris demonstrates good knowledge of REI and the customer service role:
• He knows REI was founded in the late 1930s by people passionate about the outdoors
• He understands the customer service role involves interacting with customers, learning about the company's products and services, and helping customers grow in their outdoor activities
• He sees the role as an opportunity to learn about the company from the ground up, including sales, marketing, and production
• He plans to leverage his teaching background to market REI's products and services to the teaching profession

Candidate's Professional Experiences

Teacher at [Education Field]
Duration: Not specified
Responsibilities and Achievements:
- Worked with young people to help them improve communication skills
- Dealt with hundreds of different personalities, interests, and enthusiasm levels daily
- Engaged students with enriching content to overcome conflicts and difficulties
- Built professional relationships by understanding people's backgrounds
- Advocated for students' best interests while following mandated teaching initiatives

Photographer at [Photography Company]
Duration: Not specified
Responsibilities and Achievements:
- Photographed important events like weddings and bar mitzvahs
- Resolved conflicts by listening to clients' needs with patience

Candidate's Technical Skills

No specific technical skills or certifications were mentioned during the interview.

Candidate's Soft Skills

• Patience
• Compassion
• Active listening
• Conflict resolution
• Building professional relationships
• Adaptability
• Communication

Candidate’s Successes and Failures

Successes:
• Earning a Master's degree in Education
• Helping young people improve their communication skills

Failures:
No specific failures or challenges were mentioned during the interview.

Candidate’S Availability

The candidate, Chris, does not explicitly mention when he would be available to start if offered the position. However, based on the context that his wife's job is moving to the Jacksonville area and he is transitioning from Ohio to join her, it can be inferred that Chris would likely be available to start relatively soon after being offered the position, as he is already in the process of relocating to the area.

Candidate’s Salary Expectations

Chris does not mention any specific salary expectations or desired salary range during the interview. This aspect is not discussed.

Questions for the Interviewers

Chris asked the following questions to the interviewer:

"I'm just curious, as a new employee or someone starting out on a lower level, how open is upper management to hearing the ideas of an employee?"

"And then last question for me, what, from your perspective, is the best part about working for REI?"

Points to watch

Based on the interview, here are some points to watch regarding Chris as a candidate for the customer service position at REI:

• Career Change: Chris is transitioning from a career in education to a new field, which could be seen as a potential risk or challenge. However, he articulates how his skills from teaching, such as patience and working with people, can translate well to customer service.

• Potential Conflict: The interviewer mentions the possibility of animosity from existing employees who were overlooked for the position. Chris acknowledges the need to listen, understand the work environment, and earn mutual respect over time.

• Long-term Commitment: When asked about potentially leaving for a teaching position in the future, Chris expresses a strong commitment to making a career change and growing within REI long-term.

• Marketing Potential: Chris sees an opportunity to market REI's products and services to the teaching profession, leveraging his background and connections. This could be a valuable asset if he can execute on this idea effectively.

• Work Environment Adaptability: The interviewer notes that the customer service role may involve less physical activity compared to teaching. Chris acknowledges this and expresses a willingness to adapt to different work environments, including being actively engaged with customers on the sales floor.

2. Fireflies

Candidate: Chris Sauer

Interviewer: Kate Johnson

Introduction

- **00:00-00:03**
  - **Initial greetings and introductions.**
  - **Chris Sauer meets Kate Johnson.**
-

Candidate Background

- **00:04-00:19**
    - **Chris is finishing a master's program in education at Lake Erie College.**
    - **Currently transitioning from northeastern Ohio to Jacksonville due to his wife's job relocation.**
-

Motivation for Applying

- **00:19-00:25**
    - **Moving to Jacksonville for his wife's job.**
    - **Sees it as an opportunity for a career shift alongside the geographic move.**
-

Interest in REI

- **00:25-00:43**
    - **Passion for outdoor activities and working with people.**
    - **Views the career move as aligning with his interests and skills.**
-
- **00:43-01:09**
    - **Discovered REI while searching for jobs online.**
    - **Attracted by REI's reputation and the availability of positions in Jacksonville.**
-

Knowledge about REI

- **01:09-01:42**
    - **Aware of REI's long history since the 1930s.**
    - **Impressed by REI's founding principles and consistent ranking in Fortune's top 100 companies to work for.**
-

Specific Position Interest

- **01:47-02:20**
    - **Desires a role in customer service to learn about the company from a foundational level.**
    - **Believes his teaching skills can translate to customer service, helping customers grow and feel comfortable.**
-

Transferable Skills

- **02:20-02:45**
    - **Draws parallels between teaching and customer service.**
    - **Emphasizes making students/customers comfortable and aiding their growth.**
-

Unique Qualifications

- **02:45-03:23**
    - **Highlights the high-stress nature of teaching and how REI products can alleviate stress for teachers.**
    - **Envisions marketing REI products specifically to the teaching profession.**
-

Career Commitment

- **03:23-04:24**
    - **Clarifies he is not pursuing further opportunities in education.**
    - **Sees the customer service role at REI as a long-term career path that aligns with his interests in helping people.**
-

Professional Strengths and Weaknesses

- **04:31-05:25**
    - **Greatest strength: Patience, important in both teaching and customer service.**
    - **Potential weakness: Compassion could be misinterpreted as leniency, but he emphasizes setting clear boundaries.**
-

Professional Achievements

- **05:32-05:56**
    - **Greatest professional achievement: Becoming a teacher and earning a master's degree.**
    - **Most rewarding experience: Helping young people improve communication.**
-

Handling Workplace Challenges

- **05:56-07:16**
    - **Experience in dealing with diverse personalities and conflicts in education and previous photography job.**

    - **Plans to listen and build professional relationships to overcome potential workplace animosity.**
-

Future Goals

- **07:31-07:45**
    - **Aims to develop a market targeting the teaching profession within REI in the next five years.**
-

Other Interviews

- **07:50-08:10**
    - **Currently has an interview scheduled with Bass Pro Shops.**
    - **Notes the similarity in mission but recognizes REI's more diverse product offerings.**
-

Work Environment Preferences

- **08:19-09:16**
    - **Comfortable in various work environments.**
    - **Prefers active engagement with customers and showing them products.**
-

Disagreement Handling

- **09:16-09:59**
    - **In education, dealt with mandated initiatives by using research to advocate for best practices.**
    - **Emphasizes the importance of adhering to directives while advocating for customer/student best interests.**
-

Cognitive Behavioral Questions

- **10:03-10:44**
    - **If an animal: Would be a domesticated dog for its loyalty and unconditional love.**
-
- **10:47-11:27**
    - **How many tennis balls in a limousine: Needs more information to calculate but shows a methodical approach to problem-solving.**
-

Questions for the Interviewer

- **11:38-12:48**
  - **Inquires about the openness of upper management to employee ideas.**
  - **Interested in contributing to REI's market growth.**
-
- **12:50-13:35**
  - **Asks about the best part of working at REI.**
  - **Kate highlights the welcoming work atmosphere and positive employee treatment as key benefits.**

3. Sembly AI

✨ Summary

Chris is transitioning from education to customer service due to a move. He is interested in REI for its outdoor focus and company culture. He aims to leverage his teaching skills in customer service and market products to the teaching profession.

📋 Outline

1. Background and Motivation • 0:00:04

Chris is finishing his masters in education and moving to Jacksonville due to his wife's job.
He applied to REI for a career change aligning with his passion for the outdoors and working with people.

2. Knowledge of REI • 0:01:20

Chris is aware that REI was founded in the late 1930s by outdoor enthusiasts.
He values REI's reputation as a top company to work for and sees growth potential with a successful company.

3. Skills Transfer • 0:02:26

Chris believes his teaching experience aligns with customer service by focusing on customer comfort and growth.
He aims to apply his skills to help customers advance in outdoor activities.

4. Workplace Approach • 0:07:06

Chris plans to listen, learn, and earn respect from colleagues who may have been overlooked for his position.
He aims to collaborate for mutual growth within the company.

5. Future Goals • 0:07:35

Chris envisions developing a market targeting the teaching profession within REI in five years.
He plans to grow the brand using his teaching background to connect with educators.

6. Work Environment Preference • 0:08:45

Chris thrives in various work environments and expects to be actively engaged with customers at REI.
He prefers being on his feet, interacting with customers, and introducing them to new products.

7. Conflict Resolution • 0:09:26

Chris resolves conflicts by providing research to support his decisions.
He advocates for what is best for customers or students while following directives.

8. Upper Management Interaction • 0:11:40

Chris inquires about upper management's openness to employee ideas and feedback.
Kate mentions monthly informal meetings to gather employee opinions on products and marketing.

9. Company Culture • 0:12:55

Kate highlights REI's welcoming work atmosphere and employee treatment.
The positive atmosphere fosters employee retention and motivation to excel in their roles.

4. MeetGeek

Meeting Summary

The meeting began with a focus on Career Transition and Motivation, where Chris discussed his background in education, passion for the outdoors, and interest in transitioning to a customer service role at REI. He highlighted his skills and strengths, expressed his career goals within the company, and acknowledged a potential weakness. The discussion then shifted to Conflict Resolution and Professional Relationships in Education, emphasizing strategies for conflict resolution and building professional relationships. Lastly, the meeting touched on Career Goals and Company Interest, where the speaker discussed personal traits related to loyalty and unconditional love, as well as Employee Engagement and Company Atmosphere, highlighting the importance of engaging with all employees and fostering a positive work atmosphere.

AI Insights

The meeting with the candidate, Chris, was highly successful based on the computed KPI values. Chris excelled in Communication Effectiveness with a score of 0.95, showcasing clear and coherent responses that effectively communicated his background and skills. His Experience-Skills Match scored 8.5, indicating a strong alignment between his teaching experience, passion for the outdoors, and the requirements of the customer service role at REI. Chris demonstrated exceptional Interest and Enthusiasm with a score of 9.0, displaying genuine passion for helping people, love for the outdoors, and strong alignment with REI's values. His Process Understanding scored 7.5, showing a good grasp of the role and a clear plan for growth within the company. However, the Time for Questions KPI scored 5, suggesting that there was limited time for Chris to ask questions during the meeting.

Topics & Highlights

1. **Career Transition and Motivation (00:05)**
    - Candidate Expertise | Chris discussed his background in education, passion for the outdoors, and how he sees a natural confluence of his interests in transitioning to a customer service role at REI. He highlighted his skills in teaching, patience, and compassion that he believes are transferable to the new role. (00:05)
    - Cultural Fit and Interest | Chris demonstrated his interest in REI by mentioning the company's history, values, and recognition as a top employer. He sees a cultural fit with his values of helping people and his love for the outdoors. (00:05)
    - Strengths | Chris identified patience, listening skills, and the ability to help others grow as his greatest strengths. He believes these qualities will be beneficial in a customer service role at REI. (00:05)
    - Career Goals | Chris expressed his desire to start at a basic level in customer service to learn about the company and eventually grow within the organization. He sees this transition as a long-term opportunity aligned with his passion for helping people and working in a field he enjoys. (00:05)
    - Weakness | Chris acknowledged a potential weakness in being perceived as too compassionate, but he emphasized the importance of setting clear boundaries while maintaining empathy and high standards. (00:05)
2. **Conflict Resolution and Professional Relationships in Education (06:04)**
    - Strengths | The speaker highlights the importance of engaging students with content, overcoming conflicts with patience, and listening to clients' needs in both teaching and previous work experiences. (06:07)
    - Career Goals | The speaker expresses a desire to develop a market within the teaching profession to grow the company's brand and target client base. (07:31)
    - Cultural Fit and Interest | The speaker shows interest in Bass Pro Shops due to their mission and goals aligning with REI, highlighting a preference for a specific work environment. (08:03)

- Candidate Expertise | The speaker discusses dealing with conflicts in the education field, advocating for what's best for students, and providing research to support professional decisions. (09:16)
- Cultural Fit and Interest | The speaker emphasizes the importance of listening to colleagues, building mutual respect, and working towards common goals within the company. (07:06)

3. **Career Goals and Company Interest (09:60)**

    - Candidate Expertise | The speaker discusses personal traits related to being a domesticated dog, emphasizing loyalty, unconditional love, and providing benefits to others. (10:17)

4. **Employee Engagement and Company Atmosphere (12:11)**

    - Cultural Fit and Interest | Speaker_00 emphasizes the importance of engaging with all employees, including those in lower-level positions, to benefit the company. They highlight the positive work atmosphere at the company and how it contributes to employee retention and productivity. (12:11)

5. Tldv

https://tldv.io/app/meetings/6685569eb200690013e8c138/
tl;dv: Job Interview Test
Personal Background
Discussion of candidate's education, relocation reasons, and interests.
Personal Background: Candidate discusses finishing master's degree and relocating with wife for her job. 00:08
Personal Background: Candidate expresses interests in being outdoors, outdoor activities, and working with people. 00:47

Motivation to Apply
Candidate explains how interests and skills align with REI's mission and open positions.
Motivation to Apply: Candidate discusses finding REI website and applying for open Jacksonville positions. 01:02

Knowledge of Company
Candidate discusses REI's history, values, and rankings as an employer.
Motivation to Apply: Candidate discusses REI's founding and passion for outdoors. 01:22

Motivation to Apply: Candidate discusses REI's high rankings as employer. 01:37

Candidate Skills
Discussion of skills from teaching that apply to customer service role.
Candidate Skills: Candidate discusses teaching philosophy of comfort and growth applying to REI. 02:33

Personal Strengths
Candidate identifies patience as a key strength.
Personal Strengths: Candidate discusses patience as a strength from teaching and listening skills. 04:35

Future Aspirations
Candidate discusses goals of developing teacher client base within 5 years.
Candidate's Future Aspirations: Candidate discusses goals of interacting with teacher profession and growing brand. 07:29

Candidate's Questions
Question about sharing new employee ideas with management.
Candidate's Questions: Discussion of employee idea sharing and feedback processes. 11:41

6. Otter AI

Chris is considering a career change from teaching to customer service at REI, citing the company's mission and values as a draw. Keith inquires about Chris's qualifications and experience, while Kate shares insights on REI's work environment, highlighting the company's commitment to employee empowerment and retention. Chris expresses enthusiasm for the opportunity to work for a company that aligns with his values.

Action Items

- [ ] Consider ways to get feedback from lower level employees to improve the company.

Outline

Career change and job fit between Chris and REI.

- Chris shares his passion for the outdoors and his interest in working for a company that aligns with his values.
- Candidate seeks to leverage education background to market REI products to teaching profession.
- Speaker's greatest strength is patience, which translates across both careers.

Workplace challenges, conflict resolution, and job preferences.

- Speaker 1 discussed challenges in the workplace, including engaging students and building professional relationships, and shared their approach to dealing with conflicts.
- Speaker 1 expressed their desire to grow within the company and develop a market for their brand, and mentioned interviewing with Bass Pro Shops as well.
- Speaker 1 prefers to be actively engaged with customers, moving around and helping them find products.
- Speaker 1 has disagreed with work decisions, advocating for what's best for customers or students while following instructions.
- Speaker 1 seeks to grow market for Rei through employee ideas and opinions.
- Speaker 2 highlights welcoming work atmosphere and employee treatment as company's best aspects.

Best AI Minutes Tools for 1 on 1

First Coaching Session Example (by Master Certified Coach)

Rank	Tool	Individual Run Rankings	Total Points
1	Noota	1, 1, 1, 1, 4, 1, 2, 4, 1, 1, 1, 1, 4, 5, 3, 1, 1, 2, 3, 1	101
2	Sembly AI	2, 2, 2, 2, 1, 4, 1, 1, 2, 2, 5, 3, 3, 1, 1, 2, 2, 1, 2, 3	100
3	Fireflies	3, 3, 3, 3, 2, 2, 3, 2, 3, 4, 4, 2, 2, 2, 5, 3, 3, 4, 5, 4	78
4	Meet Geek	5, 4, 4, 4, 3, 3, 4, 3, 4, 3, 2, 5, 1, 3, 2, 4, 4, 3, 4, 2	74
5	Otter AI	4, 5, 5, 5, 5, 5, 5, 5, 5, 5, 3, 4, 5, 4, 4, 5, 5, 5, 2, 6	53
6	TLDV	6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 5	21

Explanation given by Sonnet :

Noota's minutes are the most comprehensive, structured, and relevant to the coaching session. They provide a clear overview, detailed action items, and insights into the coachee's challenges and goals. The format is easy to follow and would be highly useful for coach follow-up. Sembly AI's minutes offer a well-structured summary with a detailed outline of the session. They capture key discussion points and insights, making it easy for the coach to review and follow up on important topics.Fireflies' minutes provide a good overview with timestamps and action items. While not as detailed as the top two, they still offer valuable information for coach follow-up. Meet Geek's minutes have a good structure with topics and highlights, but lack some of the depth and specificity found in the top-ranked minutes.\n\n5. Otter AI's minutes are less structured and more difficult to follow. While they contain relevant information, the format is not as conducive to easy coach follow-up.TLDV's minutes are the least relevant and seem to be about a different meeting altogether. They do not accurately reflect the coaching session discussed in the transcript and would not be useful for coach follow-up in this context.

Compared Minutes:

1. Noota

Date 2024-07-04

Overview The report discusses the progress of ongoing video projects, tasks, and achievements, with a focus on improving time management and work-life balance. The employee, Brighton West, acknowledges struggles with procrastination and seeks to incorporate more joy into his daily life. Action items include a daily reflection on moments of joy and scheduling activities that bring joy and interaction with others. No specific date for a follow-up meeting was set.

Current Work Updates

Projects:
- Ongoing video projects for clients
- Creating affiliate videos about products to generate revenue
- Building YouTube channel about moving to Mexico for future revenue stream

Tasks:
- Completing client video projects by deadlines
- Researching bestselling products on Amazon for potential affiliate videos
- Creating content for YouTube channel on moving to Mexico

Achievements:
- Generating a significant portion of income from affiliate revenue
- Building an audience for the YouTube channel on moving to Mexico

Metrics/Results:
- Number of client video projects completed
- Affiliate revenue generated from product videos
- YouTube channel subscribers and video views

Challenges and Roadblocks

Issues Faced:
Employee's Comments: Feeling distracted and procrastinating, leading to inefficient use of time. Struggling to prioritize tasks and stay focused.
Manager's or Coach Feedback: Explore the root causes of the distractions and procrastination. Identify strategies to improve focus and time management.

Support Needed:

Employee's Comments: Guidance on finding a better work-life balance and incorporating more joy and play into daily life.
Manager's or Coach Feedback: Provide coaching on setting boundaries, prioritizing self-care, and finding activities that bring joy and fulfillment outside of work.

Performance Feedback

Positive Feedback:
- Consistently meeting client deadlines for video projects
- Building a successful revenue stream through affiliate marketing
- Engaging content creation for the YouTube channel on moving to Mexico

Areas for Improvement:
- Time management and avoiding distractions during work hours
- Finding a better balance between work and personal life
- Incorporating more joy and play into daily routines

Employee's Feedback:
Acknowledges the struggle with procrastination and inefficient use of time. Expresses a desire to find more joy and fulfillment outside of work.

Development and Goals

Professional Development:
Employee's Comments: Interested in exploring strategies for better time management and work-life balance.
Manager's or Coach Feedback: Recommend time management workshops, productivity tools, or coaching to help develop better habits and routines.

Short Term Goals:
Employee's Comments: Implement a daily practice of reflecting on moments of joy and identifying opportunities to incorporate more play and enjoyment into life.
Manager's or Coach Feedback: Support the employee in establishing this practice and holding them accountable. Suggest tying it to an existing habit, like brushing teeth at night.

Long Term Goals:
Employee's Comments: Achieve a better work-life harmony, where work and personal life complement each other, leading to greater overall fulfillment.
Manager's or Coach Feedback: Encourage the employee to explore activities and hobbies that bring joy outside of work. Provide resources on work-life integration strategies.

Action Items and Next Steps

Action Item 1: Commit to a daily practice of reflecting on moments of joy experienced during the day
Responsible Person: Brighton West
Deadline: Ongoing daily practice
Action Item 2: Tie the daily joy reflection practice to an existing habit like brushing teeth at night
Responsible Person: Brighton West
Deadline: Start immediately
Other Action Items: Consider scheduling activities or making plans that are likely to bring more joy and interaction with others
Responsible Person: Brighton West
Deadline: Ongoing

Any Other Business

Additional Points:
• Brighton expressed a desire to experience more joy and playfulness in his life, separate from the enjoyment he gets from his work.
• He recognized the need for intentionally creating opportunities for joyful experiences, often involving interaction and sharing with others.
• The coaching session helped Brighton uncover the underlying value he places on joy and the multiple benefits it could bring to his productivity and overall well-being.

Date of next contact

No specific date was set for a follow-up meeting or next steps. However, the coach Jennifer Starr offered Brighton the option to reach out for additional coaching sessions if desired.

2. Sembly AI

✨ Summary

The meeting focused on a coaching session where Brighton discussed his challenges with time management, productivity, and balancing work with play. Jennifer helped Brighton explore his feelings of guilt, shame, and the influence of external pressures on his work habits. The discussion also highlighted the importance of incorporating joy into daily life to

enhance productivity and well-being, emphasizing the need for intentional planning to create joyful experiences and the significance of sharing joy with others.

📋 Outline

1. Introduction to Coaching Session • 0:00:59

Jennifer introduced the coaching session with Brighton, highlighting two options for viewers to engage with the coaching content.

2. Brighton's Time Management Challenges • 0:03:40

Brighton expressed his struggle with identifying where his time goes during the day, relating it to issues of productivity and procrastination.

3. Exploration of Work Habits • 0:07:13

Brighton detailed his various business projects involving client videos, affiliate revenue, and a YouTube channel, highlighting his tendency to get distracted by tasks like researching Amazon bestsellers.

4. Feelings of Guilt and Shame • 0:10:17

Brighton described feeling guilt and shame when realizing he spent time inefficiently, leading to self-criticism and a lack of clarity on the best use of his time.

5. Influence of External Pressures • 0:11:40

Brighton discussed the influence of his upbringing, particularly his midwestern roots emphasizing productivity, and reflected on the importance of incorporating play and joy into his work routine.

6. Importance of Joy in Daily Life • 00:16:37

Incorporating joy can lead to making different choices and increasing productivity. Intentional planning is crucial to create joyful experiences.

7. Sharing Joy with Others • 00:19:50

Interaction and sharing joy with others are essential for experiencing true joy. Collaborative activities like improv can enhance joy through interaction.

8. Creating Joyful Habits • 00:22:06

Establishing routines that bring joy can improve productivity and motivation. Setting deadlines for joyful activities can help maintain focus and productivity.

9. Reflecting on Joy • 00:30:12

Daily reflection on joyful moments can increase awareness and appreciation. Identifying and acknowledging moments of joy can lead to a more fulfilling life.

10. Establishing Microhabits for Joy • 00:31:53

Tying joy-seeking practices to existing habits can facilitate consistency.

Creating microhabits around joy can lead to sustainable positive changes.

3. Fireflies AI

Overview

The 1 on 1 coaching meeting focused on identifying and addressing Brighton West's struggles with time management and productivity. Jennifer Starr, a master certified coach, helped Brighton explore underlying feelings of guilt and shame related to his productivity, and together they found solutions to incorporate more joy and play into his routine. The action plan includes committing to a nightly reflection practice and scheduling joyful activities in advance to improve overall well-being and productivity.

Notes

🎯 Introduction and Context Setting (00:00 - 02:05)

Jennifer Starr introduces herself as a master certified coach and explains the session's purpose.
Brighton West shares that he has never been coached before and is looking for real coaching.

Discussion about the difference between coaching and consulting.

🕑 Identifying the Issue (03:35 - 08:23)

Brighton expresses difficulty in managing time and feeling productive.
Discussion on how Brighton feels guilty or ashamed about how he spends his time.
Brighton shares his business activities and how he gets distracted.

🔍 Exploring Underlying Feelings (08:23 - 14:19)
Brighton reflects on his feelings of guilt and shame related to productivity.
Discussion about the influence of Brighton's upbringing on his work ethic.
Brighton identifies a need for more joy and play in his life.

💡 Finding Solutions (14:19 - 22:29)

Brighton considers the importance of play and joy in his life.
Discussion on how to carve out time for joyful activities.
Brighton realizes the need for intentionality in adding joy to his routine.

📝 Action Plan (22:31 - 33:42)

Brighton commits to a nightly reflection practice to identify moments of joy.
Discussion on tying the reflection practice to brushing teeth to ensure consistency.

Brighton acknowledges the importance of scheduling joyful activities in advance.
Action items

Edit

Brighton West
Commit to a nightly reflection practice to identify moments of joy experienced during the day (26:00)
Identify and schedule activities that bring joy and ensure they are part of the daily routine (22:31)

4. MeetGeek

Meeting Summary

The meeting started with a focus on time management, productivity, and the challenge of finding extra time in the day. Identified challenges included struggles with productivity, guilt, and distractions, emphasizing the importance of incorporating play into work. The discussion then shifted to the need for joy and playfulness in daily life, highlighting the significance of scheduling activities that bring joy and prioritizing self-care. Speakers emphasized the importance of finding joy in daily activities to increase productivity, with plans to tie joy to daily habits for consistency and reflection. The meeting ended with a focus on the importance of multiple wins and accountability in achieving joy and productivity.

AI Insights

The meeting demonstrated excellent Time Management Efficiency with a score of 100%. The meeting duration of 34 minutes aligned perfectly with the allocated time for each agenda item, indicating a high level of adherence to the schedule.

Topics & Highlights

1. **Time Management and Productivity** (03:44)
    - **Innovation and Feedback** | The speaker reflects on the need to feel better about time allocation rather than needing more time. They share an experience of struggling with time management, feeling unclear about the best use of time, and going down unproductive 'rabbit holes.' (05:05)
    - **Identified Challenges** | The speaker discusses the challenge of finding time in the day, feeling like they have no extra time despite not having children. They express concerns about productivity, procrastination, and the need to understand where time is being lost. (04:03)
2. **Struggle with Productivity and Play Balance** (07:14)

    - **Identified Challenges** | The speaker discusses feeling guilty and distracted by activities like browsing Amazon best sellers, leading to a sense of unproductivity and self-criticism. (07:59)
    - **Innovation and Feedback** | The importance of play in life is highlighted, emphasizing the need for enjoyment and balance between work and play. (12:21)
3. **Need for Joy and Playfulness** (15:02)

    - **Innovation and Feedback** | The team discusses the significance of incorporating joy and playfulness into daily routines, highlighting the value of interactive and shared experiences. They explore the idea of finding time for joyful activities and weaving them into work-life harmony. (15:02)
4. **Importance of Adding Joy and Intentionality in Daily Life** (22:36)

    - **Innovation and Feedback** | Speaker_02 discusses the importance of adding joy to daily life by scheduling activities that bring joy, like going out with friends or planning trips. Speaker_00 suggests asking oneself when joy shows up and keeping a joy journal to raise awareness. They explore concrete steps to prioritize self-care and commit to finding joy in everyday life. (22:36)
5. **Finding Joy and Productivity** (29:26)

    - **Accomplishments** | Speaker_02 expresses the need for more joy and plans to tie it to a daily habit like brushing teeth at night to ensure consistency and reflection. Speaker_00 emphasizes the importance of multiple wins and accountability. (29:26)

5. Otter AI

The conversation revolved around the challenges of managing time and staying focused in daily life, particularly without children. Speakers shared their struggles and offered insights on identifying inner voices, balancing work and play, and finding joy and purpose in life. They emphasized the importance of overcoming obstacles to achieve this goal and discussed various strategies, including coaching and self-reflection. Throughout the conversation, speakers highlighted the Midwestern value of efficiency and the need to find a successful shift in productivity.

Action Items

More options

This list can be reordered. To drag an action item, press space or enter on the drag handle. Use the up and down arrow keys to move the action item. To drop the item, press space or enter again. To cancel drag and drop, press escape.

Outline

Finding lost time in daily routine.

- Speaker 1 is seeking coaching for the first time, looking for real coaching.
- Speaker 2 is a master certified coach offering coaching to Speaker 1 for 25-30 minutes.
- Speaker 1 struggles with finding time for personal and professional growth, feeling overwhelmed with work and family responsibilities.
- Speaker 2 helps the speaker identify the root cause of their dissatisfaction and explore ways to reassess their priorities.

Productivity struggles, guilt, and self-criticism.

- Speaker 1 struggles with distractions and inefficiency, feeling guilty about not using time effectively.
- Speaker 1 seeks to identify purposes to help them avoid distractions and stay focused on important tasks.
- Speaker 2 notices inner voices and critical self-talk, while Speaker 1 struggles with guilt and shame over wasted time.
- Speaker 1 reflects on Midwestern roots and the importance of productivity, while Speaker 2 explores the influence of voices of influence on their thoughts and feelings.

Finding balance between work and play.

- Speaker 1 reflects on the importance of play in their workday.
- Speaker 1 desires joy and smiles, recalling fun times with a feeling in their cheeks.
- Speaker 1 seeks balance between work and playfulness.

Finding joy and purpose through intentionality and prioritization.

- Joy is easier experienced through interactive sharing with others.
- Speaker 1 finds joy in productivity with daily kickball league.
- Speaker 1 struggles with prioritizing joy in their life.

Finding joy and purpose through self-reflection and commitment.

- Speakers discuss the importance of recognizing and cultivating joy in daily life.
- Identify joy and purpose to fuel productivity, avoid procrastination.
- Colgate aims to tie new habit to brushing teeth at night.

6. TLDV

https://tldv.io/app/meetings/66866dd1f8dece0013d5956a/
tl;dv: One on One Meeting Minutes Video
Current Job Dissatisfaction
Feeling underutilized and bored in current job with skills and responsibilities mastered.
General Information: Feeling bored and underutilized in current job with skills mastered long ago and little room for more challenging work. 00:07
General Information: Feels skills and abilities could be utilized more fully and bring more value. 00:15
General Information: Responsibilities mastered long ago with little room in schedule for more challenging work. 00:34

Goals and Next Steps
Discuss goals of more challenge and fully utilizing strengths, and next steps to accomplish this.
Next Steps: Goal is to feel more challenged and have strengths and skills more fully utilized. 00:19
Next Steps: Need to take on bigger responsibilities, stretch self, and take on more challenging and interesting projects to grow and contribute at higher level. 01:12
Next Steps: Need to be proactive about finding opportunities for more challenging work. 01:28
Next Steps: Plan to bring this up regularly in one-on-ones with manager to come up with plan and deadlines. 01:50

Support and Follow Up
Offering support and follow up to check on progress and discuss how things are going.
Ideas: Suggest starting conversation with manager about shifting tasks and proactively looking for opportunities. 01:31
Ideas: Agreement to suggested next steps. 01:47
Ideas: Offering to follow up and check in on progress or meet again to discuss how things are going. 02:12

Best AI Minutes Tools for Annual General Meeting

Airbus Annual General Meeting 2021 (English)

Rank	Tool	Individual Run Rankings	Total Points
1	Noota	1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1	120
2	MeetGeek	3, 2, 3, 3, 3, 4, 4, 2, 6, 2, 2, 3, 2, 3, 2, 3, 2, 2, 5, 4	84
3	Fireflies	6, 3, 2, 4, 2, 2, 3, 5, 4, 3, 4, 4, 5, 2, 6, 4, 5, 5, 2, 2	73
3	Sembly AI	2, 5, 4, 2, 4, 3, 6, 3, 2, 6, 3, 2, 3, 4, 3, 2, 3, 3, 3, 4	73
5	TLDV	4, 6, 5, 5, 5, 6, 2, 6, 3, 4, 5, 5, 4, 5, 4, 5, 4, 4, 4, 3	57
6	Otter AI	5, 4, 6, 6, 6, 5, 5, 4, 5, 5, 6, 6, 6, 6, 5, 6, 6, 6, 6, 6	38

Explanation given by Sonnet :

Noota's minutes are the most comprehensive, detailed and well-structured. They provide an excellent overview of all key aspects of the meeting, including financial results, board activities, governance changes, and future plans. The format with clear sections like "Chairperson's Report", "Financial Report", "Committee Reports" etc. makes it easy to find specific information. The "Next Steps" section is particularly useful for orienting board members. MeetGeek's minutes offer a good balance of summary and detail. The "Topics & Highlights" section provides a quick overview, while the "Next Steps" section clearly outlines future actions. The "AI Insights" add an interesting analytical layer, though they may not be essential for all readers. Sembly AI's minutes have a nice structure with highlights, key updates, and future projections clearly separated. The information is concise yet comprehensive. However, they lack some of the detail found in the top two.Fireflies' minutes provide a good summary and highlight key decisions and action items. However, they are less comprehensive than the top three and the structure is not as clear. TLDV's minutes offer some good insights and timestamps, but the structure is less clear and the coverage less comprehensive than the top options. The lack of a clear "next steps" or action items section is a notable omission. Otter AI's minutes, while containing relevant information, are the least structured and hardest to navigate. The outline format makes it difficult to quickly grasp the key points and next steps.

Compared Minutes:

1. Noota

Date 2024-07-03

Overview The Airbus AGM, chaired by René Obermann, discussed the impact of COVID-19 on operations and financial performance, measures taken to mitigate these impacts, progress on sustainability initiatives, and governance framework strengthening. The meeting also saw the re-election of four board members and the approval of several resolutions, including the adoption of the 2020 audited accounts and the implementation of the remuneration policy.

Call to Order

Date: 2024-07-03
Time: Not specified
Location: Airbus operational headquarters (management and board members), Okura Hotel in Amsterdam (limited physical participation)
Called by: René Obermann (Chairman of the Board of Directors)
Quorum: 70.05% of voting rights present or represented

Attendance

List of Attendees:

- René Obermann (Chairman of the Board of Directors)
- Guillaume Faury (Chief Executive Officer)
- Dominic Asam (Chief Financial Officer)
- John Harrison (General Counsel, Secretary of the meeting)
- Two attorneys from the Dutch law firm NautaDutilh representing Airbus in the meeting room
- Limited physical participation of shareholders in the Okura Hotel meeting roomList of Absentees: Not specified
Remote Participants:

- Shareholders following the AGM by video
- Management and board members conducting the AGM remotely from Airbus operational headquarters

Approval of Previous AGM Minutes

The approval of the previous AGM minutes was not mentioned in the transcript.

Chairperson’S Report

René Obermann, the Chairman of the Board of Directors, presented his report covering the following key points:
Impact of COVID-19 Pandemic:

- 2020 was dominated by the COVID-19 pandemic, which raised huge challenges for businesses and political leaders.
- Airbus had to adapt quickly to the serious implications of the pandemic on its business.
- The board was impressed by how swiftly management under Guillaume Faury's leadership took measures to safeguard the company, including ensuring employee safety, bolstering liquidity, adjusting production rates, containing spending, and resizing commercial aircraft activities.

Financial Performance and Resilience:

- While commercial aircraft activities were significantly impacted, Airbus Helicopters and Airbus Defence and Space provided resilience and support.
- The early business adaptation and cash containment measures delivered the desired results, reflected in the 2020 financial performance and delivery numbers.

Long-term Ambitions and Sustainability:

- Despite the crisis, Airbus never lost sight of its long-term ambitions, including zero-emission technologies.
- Airbus will play a leading role in the transformation towards a sustainable aviation industry.

Board Membership and Governance:

- Four directors (Obermann, Chu, Clamadieu, and Moraleda) were proposed for re-election at the AGM.
- The board is committed to promoting gender diversity and building a pipeline of suitable candidates.
- The board's activities in 2020 were heavily focused on the pandemic crisis, including reviewing operational and financial situations, strategy, and risk management.

Remuneration Policy and Dividend:

- The board submits an advisory vote for the implementation of the remuneration policy in 2020.
- Given the continuation of the crisis, no dividend is proposed for 2020 to preserve liquidity and financial strength.

Appreciation and Outlook:

- Obermann expressed appreciation for the entire Airbus team's dedication and the management team's outstanding leadership during the crisis.
- He acknowledged that the crisis is not over yet, but expressed confidence that Airbus will emerge stronger under Faury's leadership.

Financial Report

Presented by: Guillaume Faury (CEO)
Summary of financial performance, key figures, and statements:
- 2020 revenues decreased to around €50 billion, reflecting the difficult market environment impacting the commercial aircraft business, with about 34% fewer commercial aircraft delivered year-on-year.

- Full year EBIT adjusted decreased to €1.7 billion, including a €1 billion charge due to impairments and write-offs triggered by COVID-19.

- Full year EBIT reported was -€0.5 billion, including a €1.1 billion charge related to the group-wide restructuring plan.

- R&D expenses decreased by €0.6 billion to €2.9 billion, with plans to keep R&D at a similar level in 2021.

- Full year EPS adjusted was €0.47 per share, and full year EPS reported was -€1.45.

- Full year free cash flow before M&A and customer financing was -€6.9 billion, including a -€3.6 billion penalty payment related to compliance settlements.

- Net cash position at year-end was €4.3 billion, after being in a net debt position after Q2 and Q3.

- Liquidity position exceeded €30 billion at year-end.

- 2021 guidance: At least 566 commercial aircraft deliveries, EBIT adjusted of €2 billion, and breakeven free cash flow before M&A and customer financing.

Committee Reports

Report 1:
Presented by: René Obermann (Chairman)
Summary:
- The Audit Committee met 5 times in 2020 with 100% attendance, reviewing internal controls, corporate audit activities, accounts, forecasts, and independence of external auditors.

- The Ethics, Compliance and Sustainability Committee (formerly Ethics and Compliance Committee) met 4 times in 2020 with 94% attendance, reviewing post-settlement activities, compliance, export control, and sustainability strategic review.

- The Remuneration, Nomination and Governance Committee met 4 times in 2020 with 94% attendance, discussing executive remuneration in the COVID-19 context, extension of the Ethics, Compliance and Sustainability Committee's remit, revision of insider trading rules, and top management succession planning.

Report 2:
Presented by: Guus van Eymeren (Ernst & Young, Statutory Auditor)
Summary:
- EY audited 43 operating companies representing 89% of consolidated assets, 92% of total revenue, and 85% of total consolidated EBIT and adjustments.

- Key audit matters included revenue recognition, estimates related to contract margins and onerous contracts, recoverability of key program assets, valuation of derivative instruments and hedge accounting, and litigation and claims and risk of non-compliance.

- EY concluded that the financial statements give a true and fair view of Airbus SE's financial position as of 31 December 2020 and its results and cash flows for 2020 in accordance with IFRS.

Election of Board Members

List of Nominees:
- René Obermann (Chairman)

- Victor Chu

- Jean-Pierre Clamadieu

- Amparo Moraleda

Voting Results: Not provided
Elected Members:
[René Obermann, Chairman]

[Victor Chu, Non-Executive Director]

[Jean-Pierre Clamadieu, Non-Executive Director]

[Amparo Moraleda, Non-Executive Director]

Term of Office: 3 years

Old Business

Discussion Points:
- Impact of COVID-19 pandemic on Airbus operations and financial performance

- Measures taken to mitigate the impact of the pandemic, including adjusting production rates, resizing commercial aircraft activities, and strengthening liquidity position

- Progress on sustainability initiatives, including the ambition to bring the first zero-emission commercial aircraft to market by 2035

- Strengthening of governance framework, including expanding the role of the Ethics, Compliance and Sustainability Committee

Decisions Made:
- No dividend proposed for 2020 to preserve liquidity and financial strength

- Integration of CO2 reduction targets into the Executive Variable Remuneration Scheme

Follow up Actions Required:
- Continue to adapt to evolving market conditions and protect competitive positioning

- Optimize and simplify industrial setup in Europe, with a focus on making aerostructures competitive

- Deliver on 2021 guidance and focus on earnings and free cash flow growth trajectory beyond 2021

Responsible Persons and Deadlines: Not specified

New Business

Agenda Items:
• Adoption of the audited accounts for the financial year 2020
• Release from liability of the non-executive members of the board of directors
• Release from liability of the executive member of the board of directors (CEO)
• Renewal of the appointment of Ernst & Young as auditor for the financial year 2021
• Approval as an advisory vote of the implementation of the remuneration policy for the financial year 2020

Key Points of Discussion:

• The impact of COVID-19 pandemic on Airbus' business operations and financial performance in 2020
• Measures taken by Airbus to mitigate the impact of the pandemic, including adjusting production rates, resizing commercial aircraft activities, and strengthening liquidity position
• Airbus' commitment to sustainability and decarbonization efforts, including the ambition to bring the first zero-emission commercial aircraft to market by 2035
• Strengthening of governance framework by expanding the role of the Ethics and Compliance Committee to include sustainability matters

Motions Made and Results:
Motion: Adoption of the audited accounts for the financial year 2020
Moved by: [Name not specified]
Seconded by: [Name not specified]
Vote Results:
For: [Not specified]
Against: [Not specified]
Abstain: [Not specified]
Assignments and Responsibilities:
[No specific assignments or responsibilities mentioned]

Resolution Approvals

The following resolutions were approved during the session:
• Adoption of the audited accounts for the financial year 2020
• Release from liability of the non-executive members of the board of directors
• Release from liability of the executive member of the board of directors (CEO)
• Renewal of the appointment of Ernst & Young as auditor for the financial year 2021
• Approval as an advisory vote of the implementation of the remuneration policy for the financial year 2020
• Renewal of the appointment of René Obermann as non-executive member of the board of directors for a term of three years
• Renewal of the appointment of Amparo Moraleda as non-executive member of the board of directors for a term of three years
• Renewal of the appointment of Victor Chu as non-executive member of the board of directors for a term of three years
• Renewal of the appointment of Jean-Pierre Clamadieu as non-executive member of the board of directors for a term of three years

Change of Governance and Remuneration

Changes in Board Membership:
• René Obermann, Amparo Moraleda, Victor Chu, and Jean-Pierre Clamadieu were re-elected as non-executive members of the board of directors for a term of three years.

Remuneration Policy:
• The remuneration policy adopted by the AGM in 2020 was implemented in 2020 without any amendments.
• The company strictly applied the remuneration policy in 2020 and did not revise the variable remuneration and long-term incentives and financial targets defined at the beginning of the performance period.
• CO2 reduction targets were integrated into the Executive Variable Remuneration Scheme, alongside occupational safety performance measures.

Adjournment

Time of Adjournment: [Not specified]
Next Meeting Date and Time: [Not specified]

2. MeetGeek

Meeting Summary

The meeting covered various topics, starting with the impact of COVID-19 on Airbus operations, including adaptations to production systems and a focus on industry recovery and decarbonized aviation. The Annual General Meeting formalities were discussed, including legal requirements, agenda items, and resolutions. Financial reports, resolutions, Airbus performance during the pandemic, and governance were also highlighted. The board's activities in 2020, corporate governance compliance, remuneration policy, and performance evaluation were reviewed. The decision not to propose a dividend for 2020 was made, and financial performance, market outlook, business adaptation, and liquidity management were discussed. The meeting also covered financial performance, guidance, sustainability strategy, key priorities, strategic plans, audit findings, and the financial impact of COVID-19 on Airbus SE. The meeting ended after addressing these key points.

Next steps

- Top management succession planning and talent reviews were performed, indicating a focus on future leadership. (20:43)
- The board worked on top management succession planning and talent reviews, showing a commitment to developing leadership within the company. (20:59)
- The audit committee reviewed internal controls, corporate audit activities, accounts, forecasts, and independence reviews of external auditors, indicating a focus on ensuring financial integrity. (21:25)
- The Ethics, Compliance and Sustainability Committee extended its remit to include sustainability matters, reflecting a commitment to enhancing sustainability practices. (22:09)
- The Remuneration, Nomination and Governance Committee discussed executive remuneration structure, extension of the EC&S committee remit, and revision of insider trading rules, showing a focus on governance and compliance. (23:37)
- Speaker_02 discussed the progress made in 2020, governance enhancements, CO2 reduction targets, and the unveiling of concepts for zero-emission commercial aircraft. (47:53)

AI Insights

The meeting was highly successful based on the computed KPI values. Clear next steps were consistently identified, indicating a strong focus on actionable outcomes such as top management succession planning and sustainability commitments. Engagement levels were consistently high, with active participation in discussions on financial performance, sustainability strategy, and key company topics. The meeting adhered to the scheduled time, demonstrating efficient time management. Participation was robust, with participants actively contributing to various discussions, including financial matters and strategic plans. The overall sentiment of the meeting was positive, reflecting a focus on overcoming challenges and confidence in the company's future.

Topics & Highlights

1. **Impact of COVID-19 on Airbus Operations** (01:20)
    - **Fact** | In response to the global health crisis of 2020, Airbus quickly adapted its production system, found new ways to innovate, deepened relationships with stakeholders, and encouraged trust in air travel. (01:20)
    - **Fact** | Airbus positioned itself as a driving force towards industry recovery, focusing on competitiveness, innovation, growth, and leading the industry towards decarbonized aviation for a sustainable future. (02:26)
2. **Annual General Meeting Formalities** (04:33)
    - **Fact** | The meeting covered legal requirements, agenda items, attendance procedures, and resolutions, with a structured agenda including introductory

statements, financial overviews, audit presentations, and a voting session on 13 resolutions. (04:33)

3. **Financial Report and Resolutions** (08:12)
    - **Fact** | Discussion on financial results, resolutions for audited accounts, liability release, auditor appointment, remuneration policy, and board membership. (08:12)
    - **Fact** | Discussion on Airbus' performance during the pandemic, actions taken, board membership details, and governance structure. (10:35)
4. **Board Activities in 2020** (18:43)
    - **Next steps** | The audit committee reviewed internal controls, corporate audit activities, accounts, forecasts, and independence reviews of external auditors, indicating a focus on ensuring financial integrity. (21:25)
    - **Fact** | The board of directors met 13 times in 2020, with a high average attendance rate of 97%. Activities were related to the pandemic crisis, financial results, funding needs, cash management, and strategic topics like zero emission flight ambition and Brexit impact. (18:43)
    - **Decision** | Actions were taken to address the impact of the COVID-19 crisis on the remuneration structure. (20:50)
    - **Next steps** | Top management succession planning and talent reviews were performed, indicating a focus on future leadership. (20:43)
    - **Next steps** | The board worked on top management succession planning and talent reviews, showing a commitment to developing leadership within the company. (20:59)
    - **Next steps** | The Ethics, Compliance and Sustainability Committee extended its remit to include sustainability matters, reflecting a commitment to enhancing sustainability practices. (22:09)
    - **Next steps** | The Remuneration, Nomination and Governance Committee discussed executive remuneration structure, extension of the EC&S committee remit, and revision of insider trading rules, showing a focus on gov

3. Fireflies

Summary of Airbus 2021 Annual General Meeting
Introduction:

- Chairman Rene Obermann opened the meeting and expressed regret at not being able to meet in person due to COVID-19.
- Acknowledged the significant impact of the pandemic on daily life and work.

Key Highlights:

1. 2020 Challenges and Responses:
    - Airbus faced a historic global health crisis with serious business implications.

    - Actions were taken to protect employees and adapt production systems.
    - Focus was on maintaining relationships with stakeholders and ensuring trust in air travel.
2.
3. Business Performance:
    - Despite challenges, Airbus delivered 566 commercial aircraft in 2020.
    - Airbus Helicopters and Defense and Space showed resilience, contributing positively.
    - Major contracts were secured, including Eurofighter jets and telecommunications satellites.
4.
5. Strategic Focus:
    - Continued investment in zero-emission technologies and decarbonized aviation.
    - Emphasis on sustainability, with a commitment to bring the first zero-emission commercial aircraft to market by 2035.
6.
7. Governance and Board Activities:
    - The board met 13 times in 2020, with a high attendance rate of 97%.
    - Focus areas included financial health, strategic reviews, and compliance updates.
    - Four directors were proposed for re-election: Rene Obermann, Victor Chu, Jean Pierre Clamadieu, and Amparo Moraleda.
8.
9. Remuneration and Dividend Policy:
    - The remuneration policy from 2020 was strictly applied, with no changes due to COVID-19.
    - No dividend was proposed for 2020 to preserve liquidity.
10.
11. Financial Overview:
    - Revenue decreased to approximately €50 billion.
    - EBIT adjusted decreased to €1.7 billion, reflecting lower deliveries and cost efficiency.
    - Strong liquidity position, ending the year with a net cash position of €4.3 billion.
12.
13. Market Outlook:
    - Market recovery expected between 2023 and 2025, with domestic and regional markets recovering first.
    - Production rates for A320 and A220 expected to gradually increase in 2021.
14.
15. Sustainability and Compliance:

    - Airbus aims to lead the decarbonization of the aerospace industry.
    - Transparency policy includes reporting on the emissions produced by its products during their operational life.
16.
17. Auditor's Report:
    - EY presented the audit process and findings, confirming the financial statements give a true and fair view of Airbus's financial position.
18.

Closing Remarks:

- CEO Guillaume Faury emphasized the company's resilience and adaptability during the crisis.
- Highlighted the ongoing commitment to safety, quality, integrity, and compliance.

Conclusion:

- The meeting concluded with a Q&A session, addressing various shareholder questions and concerns.

The decisions made during the meeting, based on the provided transcript, include:

1. Opening of the Meeting:
    - The meeting was officially opened by the chairman (04:24).
2.
3. Approval of the AGM Documentation:
    - The agenda and attendance procedures were published on the company's website (06:07).
    - The documentation for the AGM, including the agenda, proposed resolutions, the report of the board, auditors' reports, and audited annual accounts for 2020, was made available to all shareholders (06:15).
4.
5. Resolution Approvals:
    - Resolution 1: Adoption of the audited accounts for the financial year 2020 (08:30).
    - Resolution 2: Release from liability of the non-executive members of the board of directors (08:36).
    - Resolution 3: Release from liability of the executive members of the board of directors, the CEO (08:42).
    - Resolution 5: Approval, as an advisory vote, of the implementation of the remuneration policy for the financial year 2020 (08:56).
    - Resolution 7: Renewal of Amparo Moraleda as a non-executive member of the board of directors for a term of three years (09:13).
    - Resolution 8: Renewal of the appointment of Victor Chu as a non-executive member of the board of directors for a term of three years (09:21).

    - Resolution 9: Renewal of the appointment of Jean Pierre Clamadieu as a non-executive member of the board of directors for a term of three years (09:36).
    - Resolution 10: Delegation to the board of directors of the power to issue shares, grant rights to subscribe for shares, and limit or exclude preferential subscription rights of existing shareholders for the purpose of employee share ownership plans and share-related long-term incentive plans (09:57).
    - Resolution 11: Delegation to the board of directors of powers to issue shares, grant rights to subscribe for shares, and limit or exclude preferential subscription rights of existing shareholders for the purpose of funding or any other corporate purpose (10:15).
    - Resolution 12: Renewal of the authorization for the board of directors to repurchase up to 10% of the company's issued share capital (10:27).
    - Resolution 13: Cancellation of shares repurchased by the company (10:30).
6.
7. Board Membership and Governance:
    - Four directors were proposed for re-election: the chairman, Victor Chu, Jean Pierre Clamadieu, and Amparo Moraleda (15:11).
    - No new board members were proposed for appointment at this AGM (14:58).
8.
9. Dividend Proposal:
    - No dividend was proposed for 2020 (43:12).
10.
11. Remuneration Policy:
    - The remuneration policy set out in the board report was adopted by the AGM held in 2020 with effect as of January 1, 2020 (26:55).
    - The board decided not to amend this policy for the current year and submitted it for an advisory vote on its implementation in 2020 (27:20).
12.
13. Audit and Financial Statements:
    - Discussions on the audit process, procedures, and the key audit matters in relation to the financial statements before the adoption of the 2020 financial statements (55:34, 57:12).
    - The audit plan, materiality, scope, and key audit matters were discussed, and the audit process was adapted in light of the COVID pandemic (56:36, 57:12).
14.

These decisions encapsulate the main resolutions and actions taken during the meeting as described in the transcript.

The transcript of the meeting includes several action items. Here are the identified action items:

1. Adoption of the Audited Accounts for the Financial Year 2020:
    - Resolution Number One.
2.
3. Release from Liability of the Non-Executive Members of the Board of Directors:
    - Resolution Number Two.
4.
5. Release from Liability of the Executive Members of the Board of Directors, the CEO:
    - Resolution Number Three.
6.
7. Approval of the Implementation of the Remuneration Policy for the Financial Year 2020:
    - Resolution Number Five.
8.
9. Renewal of the Appointment of Victor Chu as Non-Executive Member of the Board of Directors for a Term of Three Years:
    - Resolution Number Eight.
10.
11. Renewal of the Appointment of Jean Pierre Clamadieu as Non-Executive Member of the Board of Directors for a Term of Three Years:
    - Resolution Number Nine.
12.
13. Delegation to the Board of Directors of the Power to Issue Shares, Grant Rights to Subscribe for Shares and to Limit or Exclude Preferential Subscription Rights of Existing Shareholders for Employee Share Ownership Plans and Share Related Long-Term Incentive Plans:
    - Resolution Number Ten.
14.
15. Delegation to the Board of Directors of Powers to Issue Shares, Grant Rights to Subscribe for Shares and to Limit or Exclude Preferential Subscription Rights of Existing Shareholders for the Purpose of Funding or Any Other Corporate Purpose:
    - Resolution Number Eleven.
16.
17. Renewal of the Authorization for the Board of Directors to Repurchase Up to 10% of the Company's Issued Share Capital:
    - Resolution Number Twelve.
18.
19. Implementation of the Gender Diversity Rules:
    - A replacement legislative proposal regarding gender diversity rules is under discussion.
20.

21. Implementation of the Top Company Objectives (TCOs) to Measure Performance:
    - The company works with TCOs to measure its performance, which are disclosed in the board report.
22.
23. Focus on Key Audit Matters Related to Major Programs:
    - Special attention to key programs such as the A320, A330, A350, A380, H160, H165, and A400M.
24.
25. Review of Key Aspects of the Company's Strategy Including Zero Emission Flight Ambition by 2035:
    - This was discussed in a full session in 2020.
26.
27. Mitigation Measures for Potential No-Deal Brexit Situation:
    - Review and discussion of measures taken to mitigate the impact.
28.
29. Monitoring the Impact of US Elections and Reciprocal Tariffs on Business:
    - Review and discussion of the impact of US elections and tariffs on commercial aircraft.
30.
31. Top Management Succession Planning and Talent Reviews:
    - Board worked on succession planning and performed talent reviews.
32.

These action items were discussed and outlined during the meeting and will guide the company's operations moving forward.

3. Sembly AI

✨ Highlights

Airbus faced significant challenges in 2020 due to the global health crisis, impacting flights and business operations.
Despite the challenges, Airbus adapted its production system, deepened relationships with stakeholders, and continued to innovate.
Airbus aims to lead the industry towards decarbonized aviation and sustainable aerospace.
Airbus prioritizes preserving liquidity and financial strength by not proposing a dividend for 2020 due to the ongoing crisis.
The company acknowledges the dedication of its team and management in navigating the challenges of 2020.

Airbus adapted quickly to the crisis, ensuring employee safety, recalibrating production rates, and addressing long-term cost structures.
Airbus saw an improved financial and industrial balance in the second half of 2020, with positive contributions from Airbus helicopters and Airbus defense and space.
Airbus ended 2020 with 566 commercial aircraft deliveries, including new e-deliveries, reflecting successful business adaptation and cash containment measures.
Guidance for 2021 anticipates a market recovery between 2023 and 2025, with a focus on domestic and regional markets initially.
Production rates for A320 and A220 are set to increase gradually in 2021, while widebody production is expected to remain stable.
Airbus emphasizes sustainability efforts, aiming to pioneer clean aerospace and respect human rights while maintaining a focus on safety, quality, and business integrity.

📔 Key Updates

The management team, including the CEO Guillaume Faury, CFO Dominic Assam, and General Counsel John Harrison, provided updates on Airbus's business during the meeting.
The Board of Directors discussed key topics such as governance, strategic initiatives, and financial performance.
Committees like the audit committee, ethics, compliance, and sustainability committee, and remuneration nomination and governance committee were actively involved in addressing various aspects of the company's operations.
Commercial aircraft activities adapted to the crisis, resulting in improved financial performance in the second half of 2020.
Airbus helicopters maintained a leading position in the civil and para-public market in 2020, with new certifications for H145 and H160.
Airbus defense and space saw an increase in order intake in 2020, driven by major contract wins in military aircraft.
Financial results for 2020 reflected efforts to mitigate the impact of the pandemic, with a focus on cost adaptation and future growth trajectory.
Airbus focused on strengthening governance around sustainability, human rights, safety, and business integrity throughout 2020.

🔎 Interactive Q&A

Shareholders had the opportunity to participate in the meeting remotely and engage in a question and answer session covering all agenda items.
Practical matters, such as language translation options and meeting protocols, were explained to ensure smooth proceedings.
The auditor discussed the audit process for 2020, highlighting key audit matters such as revenue recognition, program assets, and compliance with laws and regulations.
Due to COVID-19 restrictions, the audit process involved remote communication and intensified reporting from component teams.

Key audit matters included revenue recognition estimates, recoverability of program assets, valuation of derivative instruments, and risk of non-compliance with laws and regulations.

🏆 Recognition And Gratitude

Recognition was given to the management team, employees, and stakeholders for their dedication and efforts during the challenging year of 2020.
Recognition was given to the entire Airbus team for their dedication and resilience during the challenging year of 2020.
Acknowledgment was extended to the management team for their outstanding performance in steering Airbus through the crisis.

🔮 Future Projections

Airbus plans to continue its transformation in 2021, focusing on agility, competitiveness, and sustainability.
The company aims to invest, innovate, and grow while leading the industry towards a sustainable and decarbonized aviation future.
Airbus aims to maintain strong liquidity and ratings to navigate the ongoing crisis and position for growth post-recovery.
The company targets to achieve the same number of commercial aircraft deliveries in 2021 as in 2020, with a focus on earnings and free cash flow growth trajectory beyond 2021.
Airbus plans to optimize and simplify its industrial setup in Europe, focusing on aerostructures competitiveness and sustainability in the aerospace sector.

📌 Decisions And Announcements

The meeting covered various resolutions, including the adoption of audited accounts, appointment of auditors, approval of remuneration policy, and renewal of board members' mandates.
The Board highlighted the importance of governance, diversity, and remuneration policy adherence, emphasizing the company's commitment to promoting gender diversity and ethical practices.

5. Tldv

https://tldv.io/app/meetings/668659cfc6ba820014af6d40/
tl;dv: Annual General Meeting Report Video
Introduction and 2020 overview
Chairman introduces meeting and CEO gives overview of 2020 events.
General Information: Chairman welcomes shareholders and introduces remote format due to pandemic. 00:21

General Information: Chairman impressed by management's quick response to pandemic including ensuring employee safety and adjusting production. 13:04

Board membership and governance
Discussion of board membership renewals and governance changes.
General Information: Two new board directors welcomed in 2020 bringing aviation and finance expertise. 16:12
General Information: Four current board directors up for re-election: chairman, Victor Chu, Jean-Pierre Clamadieu, Amparo Moraleda. 17:05

Director profiles
Brief biographies of directors standing for re-election.
General Information: Profile of Amparo Moraleda's experience and advocacy for diversity. 17:15
General Information: Profile of Victor Chu's experience and strategic vision for Asian markets. 19:07

Board Activities in 2020
Highlights activities of the board including meetings and attendance.
General Information: Speaker is up for re-election as a director and will not elaborate further on CV. 20:25
General Information: Highlights some of the board's activities in 2020 including 13 meetings and updates from CEO. 20:39

COVID-19 Impact and Response
Discusses impact of COVID-19 on board activities and company response.
General Information: In 2020, a substantial amount of board activities were related to pandemic crisis. 21:15
General Information: Reviewed operational, commercial, and financial situation with focus on funding needs. 21:26

Board Committee Work
Provides overview of activities of the audit, ethics & sustainability, and remuneration committees.
General Information: Audit committee met 5 times in 2020 to review controls, audits, accounts, and auditors. 23:02
General Information: Ethics, compliance & sustainability committee met 4 times and reviewed post-settlement activities. 24:09

Remuneration and Dividends
Discusses remuneration structure, policy implementation, and no dividend proposal for 2020.
General Information: Remuneration policy adopted in 2020 remains robust with no required amendments. 28:56

General Information: Given continued crisis, preserving liquidity and strength is key, so no dividend for 2020. 31:11

Company Performance and Outlook
Reviews 2020 performance, production rates, backlog, helicopters, defense, and 2021 outlook.
General Information: In 2020 saw business severely impacted, had to quickly adapt to changes and take decisions. 33:09
General Information: Backlog remained over 7,000 aircraft despite low intake, stood at 7,184 units. 35:04

2020 Financial Results and Outlook
Discussion of Airbus' 2020 financial performance, liquidity measures, 2021 guidance, and future priorities.
General Information: Commitment to ethics and compliance in 2020. Performance of divisions and working capital management led to solid Q4 free cash flow. 40:33
General Information: Measures taken early in pandemic to protect strong liquidity position by securing credit facilities. Net cash position decreased through 2020 but ended year at over 4 billion euros. 41:03
General Information: Liquidity position exceeded 30 billion euros at year-end. Will maintain strong liquidity and ratings to navigate crisis and position for growth. 42:46
General Information: 2021 guidance assumes no further disruptions. Target at least same number of deliveries as 2020, adjusted EBIT of 2 billion euros, and break-even free cash flow before M&A. 43:04

Sustainability Strategy and Progress
Discussion of Airbus' sustainability framework, commitments to decarbonization, human rights, and business integrity.
General Information: Reflection in 2019 generated company purpose to pioneer sustainable aerospace. Commitment to decarbonize industry and unite citizens of world. 45:27
General Information: 2020 revamp of sustainability framework around commitments to clean aerospace, human rights, safety and quality, and business integrity. 46:20
General Information: Unveiling in September 2020 of concepts for zero emission commercial aircraft to enter service by 2035 in support of emissions reduction targets. 49:19
General Information: Awarded an A- rating in CDP reporting, up from a B in 2019. Extended reporting to include scope 3 emissions from sold products. 50:31

Audit Process and Key Matters
Discussion of EY's audit plan, materiality, scope, limitations due to COVID, and key audit matters.

Open Questions: Presentation on audit process and findings unable to be done in person due to COVID. Will discuss audit plan, materiality, scope and key audit matters. 55:28
General Information: 2020 audit plan took into account COVID response. 43 operating companies in scope representing majority of consolidated figures. 56:37
General Information: Materiality level of 292 million euros, 5% of adjusted EBIT. Reporting threshold of 12 million euros. 57:08
General Information: Key audit matters were revenue recognition, estimates for onerous contracts, recoverability of program assets, derivatives/hedging, and litigation/compliance. 59:04

Key Audit Matters
Discussion of settlement agreements no longer being considered a key audit matter for the current year.
General Information: Settlement agreements reached in the previous year with regulatory authorities are no longer considered a key audit matter as it was a one-off transaction. 01:00:39

Audit Results
Presentation of the audit results and conclusion that the financial statements give a true and fair view.
General Information: Conclusion that the financial statements give a true and fair view of the financial position of Airbus SE as of December 31, 2020 and of its results and cash flows for 2020 in accordance with IFRS. 01:01:09
General Information: Conclusion that other information, including the report of directors, is consistent with the financial statements and no other material misstatements were identified. 01:01:27

Next Steps
End of presentations and proceeding to question and answer session.
Next Steps: Thank you for your attention, end of presentations. 01:01:41
Next Steps: Proceed with question and answer session. 01:01:43

6. Otter AI

Annual General Meeting Report Video

The board discussed Airbus' activities in 2020, focusing on the pandemic's exceptional circumstances and the company's resilience in adapting. They highlighted the importance of competitiveness and innovation, as well as the board's focus on strategic planning and talent

reviews. Speakers also discussed Airbus' financial results, including the audited accounts and Board of Directors' report, and the company's efforts to adapt to the pandemic's impact on the aviation industry. Additionally, they emphasized Airbus' purpose and sustainability strategic framework, which prioritizes decarbonization, respect for human rights, and inclusion, while ensuring safety and quality.

Transcript

https://otter.ai/u/241gC0rm_XaJ6NKxfeXvecaugsI?view=transcript

Action Items

- [ ] Review key aspects of company strategy including zero emission ambition by 2035.
- [ ] Perform regular reviews of post-settlement compliance activities from 2020 agreements. (Ethics, Compliance and Sustainability Committee)
- [ ] Diligently work on increasing diversity at Airbus, particularly regarding gender.

Outline

Airbus's response to COVID-19 pandemic and its impact on the company.

- Chairman highlights Airbus' resilience in face of pandemic.
- Airbus CEO Guillaume Foley will provide an update on the company's business.
- Attorneys from the Dutch firm Nota Dutil will represent Airbus in the meeting.

Airbus's financial results and strategies for sustainability.

- Chairman introduces AGM, outlines agenda items and voting procedures.
- Board of Directors resolutions include audited accounts adoption, liability release, and share issuance delegation.
- Airbus faced significant challenges in 2020 due to the pandemic, including reduced demand for commercial aircraft and liquidity issues.
- Despite these challenges, Airbus took swift action to safeguard the company, including ensuring employee safety, bolstering liquidity, and resizing commercial aircraft activities.

Board membership, governance, and crisis management.

- Airbus Chairman Dos Santos highlights board membership and governance changes.
- Amparo Mohalida: Advocate for diversity, chair of remuneration committee.
- Victor Chu: Chairman and CEO of First Eastern Investment, chair of London University College council.

- Board of Directors met 13 times in 2020, focusing on pandemic response and strategy.

Corporate governance, remuneration policy, and diversity.

- Committee work was busy in 2020, with 5 meetings for audit, 4 for ethics & compliance, and 4 for remuneration nomination & governance.
- Amparo Moraleda, chair of the rngc, leads board committees and ensures gender diversity.
- Company aims to improve gender diversity through dedicated programs.
- Airbus CEO thanks team for resilience during pandemic, prioritizes liquidity and financial strength.

Airbus's financial performance and market outlook during COVID-19 pandemic.

- Airbus CEO thanks investors for support, highlights resilience in face of COVID-19 challenges.
- Airbus expects recovery in domestic and regional markets by 2023-2025, but international traffic will remain weak.
- Speaker 2 highlights growth in telecommunication satellites and Earth observation, despite pandemic challenges.

Airbus's financial performance, sustainability efforts, and governance during the COVID-19 pandemic.

- Company maintained strong liquidity position during pandemic, despite net debt position in Q1.
- Airbus assumes no further disruptions, targets same deliveries, and improves free cash flow in 2021.
- Airbus aims to lead the decarbonization of the aerospace industry and promote sustainable global travel.
- The company has revamped its sustainability strategic framework with four priority commitments, including reducing the global environmental footprint and promoting ethical business practices.

Airbus' sustainability efforts, financial performance, and governance.

- Airbus aims to reduce CO2 emissions by 50% by 2050 with new aircraft designs and ecosystem changes.
- Airbus prioritizes safety, ethics, and compliance while adapting to market changes.
- Airbus aims to maintain link between design and production, prioritizing sustainability and safety.

Airbus's 2020 financial statements and audit findings.

- Statutory auditor Hus presents via video, unable to attend in person due to COVID restrictions.
- Auditor discusses challenges of remote auditing due to COVID-19 restrictions.
- Airbus's financial statements give a true and fair view of its financial position and results for 2020.

Best AI Minutes Tools for Board Meetings

MOCK BOARD MEETING (ACTUAL)

Rank	Tool	Individual Run Rankings	Total Points
1	Noota	3, 4, 1, 1, 1, 1, 1, 2, 1, 2, 1, 2, 1, 1, 2, 1, 1, 1, 1, 1	118
2	Fireflies	1, 3, 2, 2, 3, 2, 2, 1, 2, 1, 3, 1, 2, 5, 1, 2, 3, 4, 2, 4	98
3	Sembly AI	2, 1, 4, 4, 4, 4, 5, 3, 4, 4, 4, 4, 4, 2, 4, 4, 4, 2, 5, 3	88
4	MeetGeek	4, 2, 3, 3, 2, 3, 3, 4, 3, 3, 2, 3, 3, 3, 5, 3, 2, 5, 3, 3	76
5	TLDV	5, 5, 5, 5, 5, 5, 4, 5, 5, 5, 5, 5, 5, 4, 3, 5, 5, 3, 4, 5	46
6	OtterAI	6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6, 6	20

Explanation given by Sonnet :

Noota's minutes are the most comprehensive and well-structured. They provide a clear outline of the meeting, including attendance, approval of previous minutes, detailed reports from various executives, and specific action items with assigned responsibilities. This format allows for easy follow-up on decisions and next steps. Fireflies' minutes are also well-organized and provide a good summary of key discussions and decisions. They include specific financial figures and strategic points, which are useful for board members. However, they lack some of the detail and clear action items present in Noota's minutes. Sembly AI's minutes offer a good outline of the meeting topics and some key points discussed. They provide timestamps, which can be helpful for reference. However, they lack the detail of the top two and don't clearly state decisions made or action items. MeetGeek's minutes provide a concise summary of the main topics discussed but lack the detail and structure of the top-ranked minutes. They don't clearly outline decisions or action items for follow-up. TLDV's minutes offer some good information with timestamps but are less structured and comprehensive than the higher-ranked options. They don't clearly state decisions or action items. OtterAI's minutes are the least useful for board members to follow up on decisions and next steps. They provide some information but lack structure, detail, and clear action

items. The inclusion of a template at the beginning is confusing and takes up space without adding value.

Compared Minutes:

1. Noota

Date 2024-07-03

Overview The meeting on July 3, 2024, attended by key company executives, discussed the company's strong financial performance, with a 24% revenue growth and 36% increase in adjusted net profit, the maintenance of a top 3 global position in the smartphone business, and approved the proposed investment for a new smart factory and the hiring of 32 new sales staff.

Call to Order

Date: 2024-07-03
Time: Not specified
Location: Not specified
Called by: Not specified
Quorum: Not specified

Attendance

List of Attendees:

- Mr. Jose Pornelosa, Chief Financial Officer
- Mr. Jose Perico, Sales Manager
- Mr. Patrick Barre, Marketing Manager
- Ms. Mary Fransman, Technical Manager
- Ms. Ella Chica, Administrative Manager
- Ms. Frances Barilla, Human Resource Manager
- Ms. Rachel Neves, Board Member
- Ms. Arvie Francisco, Director of the Office of the Board of Directors
- Mr. J. Arbudagyo, Treasurer

List of Absentees: Not specified
Remote Participants: Not specified

Approval of Previous Minutes

Motion to Approve Previous Meeting Minutes:
Moved by: Not specified
Seconded by: Ms. Chica and Ms. Manager
Vote Results:
For: Not specified
Against: Not specified
Abstain: Not specified

Reports

CEO's Report:

The CEO provided an update on the company's solid performance in the first quarter of 2021, with revenue growing 24% year-over-year to $70 billion and adjusted net profit increasing 36% to $3.2 billion. The smartphone business maintained a top 3 global market share position with 12% market share and highest year-over-year shipment growth among top 5 companies.
CFO's Financial Report:

The CFO reported that in Q1 2021, revenue reached $17.5 billion (up 24% year-over-year), gross margin improved to 21.6%, operating expenses ratio was 13.4%, and adjusted net profit was $3.2 billion (up 36.7% year-over-year). For full year 2020, revenue grew 19% to $245 billion, adjusted net profit hit a record $13 billion (up 12.8%), and the company had over $100 billion in cash resources.
Sales Report:

The Sales Manager reported that in Q4 2021, smartphone revenue increased 13.4% year-over-year to $42.6 billion. For full year 2020, smartphone revenue was $152.2 billion (up 24.6% year-over-year) with growth in shipments, ASP, and gross margin. The company expanded its premium brand portfolio with the launch of the flagship Mi 11 series.
CMO Report:

The Marketing Manager reported that in 2020, total revenue was $205.8 billion (up 17.7% year-over-year) and adjusted net profit was $11.5 billion (up 34.8% year-over-year). Key product launches in 2020 included the CC9 Pro with 108MP camera, the Mi Mix Alpha with a surround display, the Mi 10 5G series, and phones with 30W wireless fast charging. The company focused on providing high quality products at honest pricing for the mass market.
Product Report:

The Technical Manager proposed investing $600 million RMB in a new Smart Factory equipped with fully automated production lines capable of manufacturing 1 million high-end 5G smartphones per year. The factory would also be used for testing new materials, technologies, and manufacturing processes.
HR Report:

The Human Resource Manager requested permission to immediately hire 32 new product specialists for the sales department to address customer complaints about long wait times. Other Committee Reports:

The Administrative Manager reported that administrative expenses increased from $2.2 billion to $3.1 billion in Q1 2021 due to increased headcount and compensation costs to support business growth.

Old Business

Discussion Points:

- Approval of previous meeting minutesDecisions Made:

- Previous meeting minutes approved with no amendmentsFollow up Actions Required:

NoneResponsible Persons and Deadlines:

N/A

New Business

Agenda Items:

- Financial reporting for Q4 2020
- Sales reports for Q4 2020
- Marketing report
- Proposed purchase of new equipment and machinery
- Hiring of new employees
- Report on administrative expenses for Q1 2021
- Board member court serviceKey Points of Discussion:

- Strong financial performance with 24% revenue growth and 36% increase in adjusted net profit in Q4 2020
- Smartphone business maintained top 3 global position with 12% market share and highest shipment growth among top 5 companies
- Internet services revenue grew 8.4% year-over-year in Q4 2020, driven by advertising
- Marketing focused on promoting high quality products at affordable prices, like the new A35G 5G smartphone
- Proposed investment of 600 million RMB for new smart factory to produce 1 million

high-end smartphones per year
- Request to hire 32 new sales staff to meet customer demand
- Administrative expenses increased 74.2% year-over-year in Q1 2021 due to increased headcount and compensationMotions Made and Results:
Motion:
Approve proposed investment for new smart factory
Moved by: Technical Manager
Seconded by: Marketing Manager
Vote Results:
For:
Unanimous
Against:
0
Abstain:
0
Assignments and Responsibilities:

[Human Resource Manager] [Hire 32 new sales staff] [TBD]
[Technical Manager] [Oversee construction and setup of new smart factory] [TBD]

Action Items

Description of Tasks:

- Hire 32 new sales staff to meet customer demand
- Construct and set up new smart factory for high-end smartphone productionAssigned to:

- Human Resource Manager (hiring new sales staff)
- Technical Manager (new smart factory setup)
Deadline for Completion:

TBD

Adjournment

Time of Adjournment:

7:00 PMNext Meeting Date and Time:

TBD (to be discussed next week)

2. Fireflies

Summary of the Board Meeting
Attendance:

- Executives and Board Members Present:
    - Mr. Jose Fernandosa, Chief Financial Officer
    - Mr. Joseph Perico, Sales Manager
    - Mr. Patrick Bare, Marketing Manager
    - Ms. Mary Fransman, Technical Manager
    - Ms. Ella Chita, Administrative Manager
    - Ms. Francel Varilla, Human Resource Manager
    - Ms. Rachel Nieves, Board Member
    - Ms. RB Francisco, Board Member
    - Mr. Jr. Budogio, Treasurer
-

Agenda Items:

1. Financial Reporting for Q1 2021:
    - Financial performance and key metrics.
2.
3. Sales Report for Q1 2021:
    - Overview of sales figures and market performance.
4.
5. Presentation of Marketing Strategies and New Product Launch:
    - Strategic marketing plans and product introductions.
6.
7. Updates and Proposed Purchasing of New Equipment and Machinery:
    - Investments in production capabilities.
8.
9. Proposed Hiring of New Employees:
    - Increasing workforce to meet customer demands.
10.
11. Report on Administrative Expenses for Q1 2021:
    - Analysis of administrative cost changes.
12.
13. Board Member Concerns:
    - Discussion of investment adjustments and returns.
14.

Strategic Discussions:

- Financial Performance:
    - The company delivered a solid first quarter in 2021 with a revenue increase of 24% year-over-year, reaching 70.5 billion, and an adjusted net profit increase of 36.7%.
-

- Market Expansion:
    - Strong growth in smartphone shipments, particularly in mainland China and the global market, maintaining a top-three position with a 12% market share.
    - Overseas Internet revenue grew by 55.1% year-over-year, highlighting the strategic importance of international market penetration.
-
- Product Development:
    - Launch of the flagship Mi Eleven smartphone featuring the Snapdragon 888 chipset.
    - Introduction of Redmi 330 powered by 5G and AI technologies.
-

Operational Updates:

- Sales Performance:
    - Smartphone revenue increased 38.4% year-over-year in Q4 2020.
    - Internet services revenue also showed significant growth, driven by advertising and a growing user base.
-
- Operational Metrics:
    - Gross profit margin improvements across all segments, with the smartphone segment achieving a 10% margin in Q1 2021.
    - Strong net cash generation from operating activities, providing a robust foundation for future investments.
-

Board Decisions and Actions:

- Approval of Previous Minutes:
    - The minutes from the previous meeting were approved.
-
- Financial and Sales Reports:
    - Reports for Q1 2021 were presented and discussed.
-
- Marketing Strategies and Product Launch:
    - The marketing plan and new product launches were outlined and endorsed.
-
- Investment in New Equipment:
    - Approval of a 600 million RMB investment for new machinery to enhance production capabilities.
-
- Hiring of New Employees:
    - Permission granted to hire 30 new sales department personnel to address customer service issues.
-
- Discussion on Administrative Expenses:

    - The administrative expense report was reviewed, showing a decrease due to streamlined operations.
-
- Investment Adjustments:
    - A proposal to increase investment from 8% to 10% was discussed, with further details to be elaborated in the next meeting.
-

The meeting concluded at 7:00 p.m. with an adjournment by the Chair.

3. Sembly AI

The meeting on April 25, 2021, included discussions on various topics such as financial reporting, sales reports, marketing strategies, purchasing new equipment, hiring new employees, and administrative expenses. The meeting also addressed the impact of the Covid-19 outbreak on the company's operations and the proposed increase in investments.

📋 Outline

1. Attendance and Previous Minutes • 0:03:17

Officers and board members present at the meeting were listed.
The previous meeting's minutes were read and approved.

2. Financial Reporting and Sales Reports • 0:05:26

The Chief Financial Officer presented the financial expenditures for the fourth quarter of 2020.
The Sales Manager presented the sales of the company for the same period.

3. Business Agenda • 0:07:13

The agenda for the meeting included financial reporting, sales reports, marketing strategies, purchasing new equipment, hiring new employees, and administrative expenses.

4. Financial Performance • 0:09:05

The Chief Financial Officer presented the company's financial performance, including revenue growth and net profit.
Operating results, gross margin, and cash flow were discussed.

5. Overseas Market Monetization • 0:22:55

Discussion on monetization of overseas markets and strategies for further monetization.
Plans to explore gaming, advertising, and other monetization avenues.

6. Marketing Performance and Impact of Covid-19 • 0:29:05

Marketing performance in 2020, revenue, and adjusted net profit were highlighted.
Impact of the Covid-19 outbreak on marketing activities and selling expenses.

7. New Equipment and Machineries • 0:38:28

Introduction of the Mi Smart Factory powered by 5G and AI.
Investment of 600 million RMB in the new equipment and machineries.

8. Proposed Hiring of New Employees • 0:41:21

Request to hire 30 employees for the sales department due to customer service issues.

9. Administrative Expense • 0:42:59

Discussion on the decrease in administrative expenses and the impact of increased headcount on business growth.

10. Investment and Dividend • 0:43:45

Decision to increase investments by 8% to 10% and the query about the total dividend return.

11. Meeting Adjournment • 0:45:05

The meeting was adjourned at 07:00 p.m.

4. MeetGeek

Meeting Summary

The meeting began with a Financial Performance Review, highlighting the company's strong first quarter in 2021 with revenue growth of 24% year over year to $70 billion and a 36% increase in adjusted net profit to $3.2 billion. Discussions on Financial Health Status included achievements in 2020, such as record revenue of $245 billion and strategies for market expansion and monetization. The meeting also covered the company's marketing strategy focusing on product innovation and COVID-19 impact, as well as a proposal for a Smart Factory powered by 5G and AI with a 600 million RMB investment. Lastly, there was a presentation on the decrease in administrative expenses by 73.3% and a decision to increase investment by 2% for acquiring new equipment. The meeting concluded after addressing these key topics.

Topics & Highlights

1. **Financial Performance Review** (09:08)
    - **Financial Health Status** | The speaker shared that the company delivered a solid first quarter in 2021 with revenue growth of 24% year over year, reaching $70 billion. The adjusted net profit also increased by 36% to $3.2 billion. In 2020, the company achieved record revenue of $245 billion, an 80% year-over-year growth. (09:08)

2. **Financial Performance and Market Expansion** (10:21)
    - **Financial Health Status** | The discussion covered various financial aspects including revenue growth, gross margin improvement, revenue from smartphones, Internet of Things and Lifestyles products, and Internet services. The total revenue increased by 19% year-over-year to reach $245 billion in 2020. (10:21)
3. **Financial Performance and Monetization Strategies** (19:24)
    - **Financial Health Status** | The discussion covered various financial aspects such as the increase in gross profit margin, operating cash flow, R&D expenses, net profit margin, and cash position. Strategies for monetization in different business segments and markets were also highlighted, including partnerships with local players and exploring avenues like gaming and advertising for further monetization. (19:24)
4. **Financial Performance and Marketing Strategy** (29:09)
    - **Compliance Matters** | Discussion on the marketing impact of the COVID-19 outbreak, highlighting the company's efforts in donating medical supplies and funds to support the global fight against COVID-19. (31:28)
    - **Financial Health Status** | The company achieved solid growth in 2020 with total revenue of $205.8 billion and adjusted net profit of $11.5 billion. Revenue from the smartphone segment also showed significant increases year over year. (30:05)
    - **Financial Health Status** | The marketing strategy emphasized honest pricing, high-quality products, and cost reduction. The launch of the new product Bellamy A35G in June 2021 was also discussed. (36:08)
5. **Smart Factory and Equipment Investment Proposal** (38:41)
    - **Strategic Direction** | The discussion focused on the Smart Factory powered by 5G and AI, its production capabilities, testing of new technologies, and the proposed investment of 600 million RMB for new equipment and machineries. (38:41)
6. **Administrative Expense Report and Investment Decision** (42:04)
    - **Financial Health Status** | The discussion covered the decrease in administrative expenses by 73.3% and the decision to increase investment by 2% for acquiring new machines and equipment to launch new products. (42:04)

5. Tldv

https://tldv.io/app/meetings/66856fc89dfbbe001375e4cb/
tl;dv: Board Meeting Minutes Template Report Test

Marketing Strategies and New Product Launch
An upcoming presentation on new marketing strategies and the launch of a new product.
Ideas: The agenda included a presentation on new marketing strategies and the launch of a new product. 07:42

1st Quarter Financial Report
The CFO and Sales Manager presented the company's financial and sales performance for the 1st quarter of 2021.
General Information: The CFO presented the company's solid financial performance for 1Q2021, including 24% revenue growth and record profits. He then passed the floor to the Sales Manager. 09:08
General Information: The Sales Manager discussed the company's strong smartphone sales and market share gains for 1Q2021, including a new flagship phone launch and increased premium phone sales. 12:34

Financial Report
Discussion of the company's financial performance in 2021 including revenue, net profit, cash flow, and strategic investments.
General Information: Discussion of the company's financial results for 2021 including increased investment, record high adjusted net profit of 13 billion up 12.8% year-over-year, and overall net profit margin of 5.3%. 20:30
General Information: Question asked about monetization of overseas markets which saw revenues grow to 14% of total at a rate of 55%. Response discussed further exploration of monetization opportunities and performance going forward. 22:56

Marketing Performance and Impact of COVID-19
Review of the company's marketing performance in 2020 and the impact of the COVID-19 pandemic on operations.
General Information: Presentation of the company's 2020 marketing performance including total revenue growth of 17.7% and adjusted net profit growth of 34.8%. Impact of COVID-19 pandemic on global operations also discussed. 28:55

Technology Highlights and Product Performance
Review of Xiaomi's outstanding technology from 2019 including the first 108MP camera smartphone and surround display, as well as product performance.
General Information: Highlight of Xiaomi's innovative products from 2019 including the CC9 Pro with 108MP camera, MIX Alpha with 180.6% screen-to-body ratio, MIX 3 5G as the first 5G smartphone, and fast charging technology. 32:40

New Product Launch
Discussion of plans to launch the new Redmi K35G 5G smartphone in the market in June 2021.

General Information: Details provided on the specifications and price of the upcoming Redmi K35G 5G smartphone to be launched in June 2021 at a starting price of 17,999 Pesos to further bring down the price of 5G smartphones. 34:50

Investment Increase Proposal
Discussion of increasing investment by 2-10% for new products and requirements.
General Information: Proposal to increase investment by 2% for new equipment and products, and to comply with requirements. Open to increasing by 8-10%. Question asked about potential dividend return from increased investment and new product launch. 42:52

Dividend Projection Question
Question about potential dividend return from increased 8-10% investment and new product launch.
Open Questions: Question repeated about dividend projection from increased 8-10% investment and new product launch. Referred to next meeting for discussion. 44:07

Meeting Adjournment
Meeting adjourned at 7pm after asking for any other questions, recommendations or concerns.
Open Questions: Chair asked for any other questions, recommendations or concerns before adjourning the meeting at 7pm. 44:50

6. Otter AI

Board Meeting Minutes Template Report Test

Xiaomi's financial performance was highlighted, with 25% year-over-year revenue growth and 36% adjusted net profit growth. The company invested in brand building and research and development, resulting in a record high adjusted net profit margin of 5.3%. Xiaomi also discussed its investment in a new smart factory and strategies for monetizing its user base in overseas markets. Strong financial performance and innovative products were emphasized, with a focus on increasing promotion and advertising expenses to drive growth.

Transcript

https://otter.ai/u/saoy_Va8TagHQoyUu7IX-u4kb-U?view=transcript

Action Items

- [ ] Prepare payments for debits and credits from latest product sales.
- [ ] Present sales reports for the first quarter of 2021.
- [ ] Present marketing strategies and launch plans for new product.
- [ ] Update and propose purchasing of new equipment.
- [ ] Propose hiring of new employees.
- [ ] Present administrative expense report for first quarter of 2021.
- [ ] Address any remaining concerns from board members.

Outline

Financial reports and sales growth for a business.

- Board members and officers discuss FinTech Corporation meeting minutes.
- CEO presents financial reports and marketing strategies for approval.
- Speaker 2 highlights strong revenue growth and resilience of business model despite challenges.

Xiaomi's Q4 2020 financial results, with growth in smartphone and internet revenue.

- Speaker 3 highlights strong growth in premium smartphone market.
- Xiaomi's Q4 services revenue increased 4% YoY to $6.2B, with advertising revenue up 3.1% YoY.
- Speaker 3 highlights strong growth in overseas internet revenue, driven by smartphone sales and expansion of services.

Financial performance, investment strategies, and monetization policies.

- Company invests in brand building, R&D, and strategic investments, generating record high profits.
- Empower Agassi explores monetization strategies in smart manufacturing and internet services.
- Speaker 2 discusses company strategy for growth, including partnerships and product mix.

Xiaomi's financial performance, new product launches, and investments.

- Speaker 5 highlights company's focus on innovation, quality, and user experience.
- Xiaomi reports 7.3% YoY revenue growth in smartphones, with 13.8B in Q4 revenue.
- Xiaomi discusses marketing strategies for 5G smartphones.
- Manager discusses new smart factory with 5G and AI capabilities.
- Speaker 7 discusses investment in new product launch, seeking dividend increase.

Detailed Survey Output :

Team Meeting Minutes AI Assessments

--- Run 1/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 5 from MeetGeek\n2. Minutes 2 from Noota\n3. Minutes 1 from Fireflies\n4. Minutes 6 from Sembly AI\n5. Minutes 3 from OtterAI\n6. Minutes 4 from TLDV\n\nReasoning:\n\n1. MeetGeek's minutes are the most comprehensive, well-structured, and actionable. They provide clear topics, highlights, project statuses, and next steps. The AI insights on time management efficiency add valuable context.\n\n2. Noota's minutes offer a good balance of detail and structure. They include a clear overview, main objectives, discussion details, issues raised, and action items assigned to specific team members.\n\n3. Fireflies' minutes are well-organized with key objectives, blockers, action items, and speaker contributions. However, they lack some of the depth found in the top two.\n\n4. Sembly AI's minutes are organized by topic with updates and next steps. While informative, they are less comprehensive than the top three.\n\n5. OtterAI's minutes provide a good summary of discussions but lack clear structure and specific action items. The format makes it harder to quickly identify key points and follow-ups.\n\n6. TLDV's minutes, while capturing some key points, are the least comprehensive and lack clear structure. They don't provide as much actionable information for follow-up compared to the others.\n\nThe top-ranked minutes would be most useful for managers and team members to follow up on decisions, actions, and discussions from the meeting due to their clarity, comprehensiveness, and actionable format.", type='text')]
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--- Run 2/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Here is my ranking of the AI meeting minutes from best to worst, based on relevance, precision, exhaustiveness, and ability for managers and team members to follow up on decisions, actions and discussions:\n\n1. Minutes from Noota\n2. Minutes from MeetGeek \n3. Minutes from Sembly AI\n4. Minutes from OtterAI\n5. Minutes from Fireflies\n6. Minutes from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, well-structured, and actionable. They provide a clear overview, detailed discussion points, issues raised, and specific action items assigned to team members. The format makes it easy to follow up on decisions and next steps.\n\n2. MeetGeek's minutes offer good detail and structure, with clear topics, highlights, and AI insights on meeting efficiency. While not as exhaustive as Noota's, they capture key discussions and decisions well.\n\n3. Sembly AI's minutes are concise but informative, with clear updates and next steps for each topic. The emoji headers make it easy to scan. However, they lack some of the depth found in the top two.\n\n4. OtterAI's minutes provide a good overview of discussions but are less structured and actionable than the top three. The

action items are not as clearly delineated.\n\n5. Fireflies' minutes have some useful information but are less comprehensive and harder to follow than the others above. The speaker contributions section adds some value but overall lacks clarity on decisions and next steps.\n\n6. TLDV's minutes are the least detailed and actionable. While they capture some key points, they lack the structure and comprehensiveness needed for effective follow-up.\n\nAll the minutes capture useful information, but the top-ranked ones provide clearer structure, more actionable items, and better ability for team members to follow up on decisions and discussions from the meeting.", type='text')]
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--- Run 3/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 2 from Noota\n2. Minutes 5 from Fireflies\n3. Minutes 1 from MeetGeek\n4. Minutes 6 from Sembly AI\n5. Minutes 3 from OtterAI\n6. Minutes 4 from TLDV\n\nReasoning:\n\n1. Noota's minutes provide the most comprehensive and well-structured overview of the meeting. They clearly outline the main objectives, discussion details, issues raised, and action items assigned to specific team members. The format is easy to follow and provides managers and team members with clear next steps.\n\n2. Fireflies' minutes offer a good balance of summary, key objectives, blockers, and action items. The speaker contributions section adds valuable context. While not as detailed as Noota's, these minutes still provide a solid foundation for follow-up.\n\n3. MeetGeek's minutes provide a good overview with topics and highlights. The AI insights on time management efficiency are unique. However, the format is less structured for easy follow-up compared to the top two.\n\n4. Sembly AI's minutes are well-organized with clear updates and next steps for each topic. However, they lack some of the detail and context provided in the higher-ranked minutes.\n\n5. OtterAI's minutes capture key discussion points but are less structured and harder to follow for action items and next steps. The format is more of a narrative summary than actionable minutes.\n\n6. TLDV's minutes are the least comprehensive and structured. While they capture some key points, they lack the detail and organization needed for effective follow-up on decisions and actions.\n\nThe top-ranked minutes provide the best balance of relevance, precision, and exhaustiveness, making it easiest for managers and team members to follow up on decisions, actions, and discussions from the meeting.", type='text')]
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--- Run 4/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the quality, relevance, precision, and exhaustiveness of the minutes, I would rank them from best to worst as follows:\n\n1. Minutes 6 from Noota\n2. Minutes 5 from Sembly AI\n3. Minutes 2 from MeetGeek\n4. Minutes 3 from Fireflies\n5. Minutes 4 from OtterAI\n6. Minutes 1 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear overview, list of attendees, main objectives, agenda items, discussion details, issues raised, and action items assigned to specific team members. The information is presented in a logical flow that makes it easy for managers and team members to follow up on decisions and actions.\n\n2. Sembly AI's minutes are also very detailed and well-organized. They use a clear structure with updates and next steps for each main topic discussed. The information is precise and relevant, making it easy to understand the key points and follow-up actions.\n\n3. MeetGeek's minutes provide a good summary of the

meeting, including topics, highlights, and AI insights. The breakdown of discussion points is helpful, though not as detailed as Noota's or Sembly AI's.\n\n4. Fireflies' minutes offer a good summary of key objectives, blockers, and action items. The speaker contributions section adds value, but the overall structure is not as clear as the top-ranked minutes.\n\n5. OtterAI's minutes provide relevant information but lack the clear structure and organization of the higher-ranked minutes. The action items are mixed with discussion points, making it harder to quickly identify follow-up tasks.\n\n6. TLDV's minutes, while containing relevant information, are the least comprehensive and lack the clear structure needed for easy follow-up. The information is presented in a more fragmented manner, making it harder for managers and team members to track decisions and actions.\n\nAll of the minutes contain useful information, but the top-ranked ones provide a better balance of comprehensiveness, structure, and actionability, making them more effective for follow-up purposes.", type='text')]
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--- Run 5/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 1 from Noota\n2. Minutes 2 from MeetGeek\n3. Minutes 4 from Fireflies\n4. Minutes 6 from Sembly AI\n5. Minutes 5 from TLDV\n6. Minutes 3 from OtterAI\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, well-structured, and actionable. They provide a clear overview, detailed discussion points, issues raised, and specific action items assigned to team members. The format is easy to follow and would be most useful for managers and team members to track decisions and follow-ups.\n\n2. MeetGeek's minutes offer good detail and structure, with clear topics, highlights, and AI insights. They provide a good balance of discussion details and key takeaways, though not as comprehensive as Noota's.\n\n3. Fireflies' minutes have a good structure with key objectives, blockers, and action items clearly outlined. They also provide speaker contributions, which can be helpful for accountability. However, they lack some of the depth found in the top two.\n\n4. Sembly AI's minutes are well-organized with clear updates and next steps for each topic. They provide good summaries of discussions but lack some of the specificity and comprehensiveness of the top-ranked minutes.\n\n5. TLDV's minutes offer a decent overview of the main topics discussed but lack the depth and actionable items found in the higher-ranked minutes. The structure is less formal and may be harder to follow for detailed follow-ups.\n\n6. OtterAI's minutes, while containing relevant information, are the least structured and hardest to follow. They lack clear action items and next steps, making it difficult for managers and team members to track decisions and follow-ups effectively.", type='text')]
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--- Run 6/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the quality, relevance, precision and exhaustiveness of the minutes, I would rank them from best to worst as follows:\n\n1. Minutes 6 from MeetGeek\n2. Minutes 2 from Noota\n3. Minutes 4 from Sembly AI \n4. Minutes 5 from Fireflies\n5. Minutes 3 from OtterAI\n6. Minutes 1 from TLDV\n\nReasoning:\n\n1. MeetGeek's minutes are the most comprehensive, well-structured and actionable. They provide a clear meeting summary, AI insights on time management, and detailed breakdowns of each topic discussed with timestamps. The minutes capture key objectives, project statuses, innovations, challenges, and accomplishments for each agenda item. This level of detail and organization makes it easy for

managers and team members to follow up on decisions and actions.\n\n2. Noota's minutes offer a good balance of detail and structure. They provide a clear overview, list of attendees, main objectives, agenda items, and discussion details. The action items are clearly listed by person, making follow-up straightforward. While not as exhaustive as MeetGeek's, these minutes still offer a comprehensive view of the meeting.\n\n3. Sembly AI's minutes are well-organized with clear headings for each topic. They provide updates and next steps for each item discussed. While not as detailed as the top two, they still offer good actionable information for follow-up.\n\n4. Fireflies' minutes provide a good summary of key objectives, blockers, and action items. They also break down speaker contributions, which can be helpful. However, they lack some of the detail and structure of the higher-ranked minutes.\n\n5. OtterAI's minutes capture the main points of discussion but are less structured and harder to follow. The action items are not clearly delineated, making it more difficult for team members to identify follow-up tasks.\n\n6. TLDV's minutes are the least comprehensive and structured. While they capture some key points and next steps, they lack the detail and organization needed for effective follow-up on decisions and actions.", type='text')]
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--- Run 7/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Here is my ranking of the AI minutes from best to worst, based on relevance, precision, exhaustiveness, and ability for managers and team members to follow up on decisions, actions and discussions:\n\n1. Minutes 5 from Noota\n2. Minutes 4 from Sembly AI \n3. Minutes 3 from Fireflies\n4. Minutes 6 from MeetGeek\n5. Minutes 1 from OtterAI\n6. Minutes 2 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear overview, list of attendees, main objectives, agenda items, discussion details, issues raised, and action items by person. The level of detail and organization makes it easy to follow up on decisions and actions.\n\n2. Sembly AI's minutes are also very detailed and well-organized into key topics with updates and next steps. They capture most of the important discussions and decisions.\n\n3. Fireflies provides a good summary of key objectives, blockers, action items, and speaker contributions. The timestamp references are helpful. However, it's not as comprehensive as the top two.\n\n4. MeetGeek offers a decent summary and some useful AI insights on time management. The topic breakdown is helpful, but it lacks clear action items and next steps.\n\n5. OtterAI's minutes capture some key points but are less structured and harder to follow. The action items are mixed in with other content.\n\n6. TLDV's minutes are the least comprehensive and structured. While they capture some key points, they lack detail and clear action items compared to the others.\n\nThe top-ranked minutes would be most useful for managers and team members to follow up on decisions, actions and discussions from the meeting.", type='text')]
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--- Run 8/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 2 from Noota\n2. Minutes 5 from MeetGeek\n3. Minutes 1 from Sembly AI\n4. Minutes 6 from Fireflies\n5. Minutes 3 from OtterAI\n6. Minutes 4 from TLDV\n\nHere's my rationale:\n\n1. Noota's minutes are the most comprehensive, well-structured, and actionable. They provide a clear overview, detailed discussion points, issues raised, and specific action items assigned to team members. The format is easy to follow and provides the most

value for follow-up.\n\n2. MeetGeek's minutes offer a good balance of summary and detail. They include AI insights on meeting efficiency, highlight key topics, and provide timestamps. The format is clear and includes action items, though not as specific as Noota's.\n\n3. Sembly AI's minutes are concise and well-organized with clear action items. However, they lack some of the depth and context provided by the top two.\n\n4. Fireflies' minutes have a good structure with key objectives, blockers, and action items. They also include speaker contributions, which is unique. However, they're less comprehensive than the top three.\n\n5. OtterAI's minutes provide a decent overview but lack clear structure and specific action items. The information is there, but it's not as easy to follow up on decisions and actions.\n\n6. TLDV's minutes are the least comprehensive and actionable. While they provide some key points and next steps, they lack the detail and structure needed for effective follow-up.\n\nOverall, the top-ranked minutes provide the best combination of relevance, precision, and exhaustiveness, making it easiest for managers and team members to follow up on decisions, actions, and discussions from the meeting.", type='text')]
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--- Run 9/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 5 from Sembly AI\n2. Minutes 2 from Noota\n3. Minutes 3 from MeetGeek\n4. Minutes 6 from OtterAI\n5. Minutes 4 from TLDV\n6. Minutes 1 from Fireflies\n\nReasoning:\n\n1. Sembly AI's minutes are the most comprehensive, well-structured, and actionable. They provide clear updates on each topic discussed, along with specific next steps. The format is easy to follow and gives managers and team members a clear understanding of what was discussed and what needs to be done.\n\n2. Noota's minutes offer a good balance of detail and structure. They provide a clear overview, main objectives, discussion details, and action items. The format is professional and easy to follow up on.\n\n3. MeetGeek's minutes offer a good summary and highlight key topics. They include AI insights on time management efficiency, which could be useful for improving future meetings. However, they lack specific action items for follow-up.\n\n4. OtterAI's minutes provide a good overview of the discussion topics and some action items. However, the structure is less clear and it may be harder for team members to follow up on specific tasks.\n\n5. TLDV's minutes are concise and highlight key points, but lack the depth and comprehensive coverage of the top-ranked minutes. They do include some next steps, but could benefit from more detail.\n\n6. Fireflies' minutes, while containing useful information, are less structured and harder to follow. The format makes it difficult to quickly identify key decisions and action items for follow-up.\n\nThe top-ranked minutes provide the best balance of relevance, precision, and exhaustiveness, making it easier for managers and team members to follow up on decisions, actions, and discussions from the meeting.", type='text')]
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--- Run 10/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 4 from Noota\n2. Minutes 5 from Fireflies\n3. Minutes 2 from MeetGeek\n4. Minutes 6 from Sembly AI\n5. Minutes 1 from TLDV\n6. Minutes 3 from OtterAI\n\nReasoning:\n\n1. Noota's minutes provide the most comprehensive and well-structured overview. They clearly outline the meeting objectives, key discussion points,

issues raised, and action items assigned to specific team members. The format is easy to follow and provides managers with a clear picture of decisions made and next steps.\n\n2. Fireflies' minutes offer a good balance of detail and structure. The summary of key objectives, blockers, and action items is particularly useful for follow-up. The speaker contributions section adds valuable context.\n\n3. MeetGeek's minutes provide a good overview with useful AI insights on time management. The topics and highlights section is informative, though less structured than the top two.\n\n4. Sembly AI's minutes are reasonably detailed but lack some structure compared to the top choices. The use of emojis for section headers is unique but may not appeal to all managers.\n\n5. TLDV's minutes are concise but lack the depth and structure of the higher-ranked options. They provide some useful information but miss many key details discussed in the meeting.\n\n6. OtterAI's minutes are the least structured and most difficult to follow. While they contain some useful information, the format makes it challenging for managers to quickly grasp key decisions and action items.\n\nThe top-ranked minutes provide the best balance of relevance, precision, and exhaustiveness, making them most useful for managers and team members to follow up on decisions, actions, and discussions from the meeting.", type='text')]
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--- Run 11/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the minutes from best to worst as follows:\n\n1. Minutes 5 from MeetGeek\n2. Minutes 1 from Noota\n3. Minutes 4 from Sembly AI\n4. Minutes 2 from Fireflies\n5. Minutes 6 from OtterAI\n6. Minutes 3 from TLDV\n\nReasoning:\n\n1. MeetGeek's minutes are the most comprehensive, well-structured, and actionable. They provide clear topic breakdowns, highlight key discussions, challenges, and next steps. The AI insights on time management efficiency add valuable context.\n\n2. Noota's minutes offer a detailed overview with clear sections on objectives, discussion points, issues raised, and action items. The format is easy to follow and provides good context for follow-up.\n\n3. Sembly AI's minutes are well-organized with clear updates and next steps for each topic. They capture the essence of discussions and decisions made.\n\n4. Fireflies' minutes provide a good summary of key objectives, blockers, and action items. The speaker contributions add value, but the overall structure is less comprehensive than the top 3.\n\n5. OtterAI's minutes capture many discussion points but lack clear structure and actionable items. The information is there but not as easily digestible for follow-up.\n\n6. TLDV's minutes, while capturing some key points, are the least comprehensive and lack clear structure for easy follow-up on decisions and actions.\n\nThe top-ranked minutes provide the best balance of relevance, precision, and exhaustiveness, making it easier for managers and team members to follow up on decisions, actions, and discussions from the meeting.", type='text')]
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--- Run 12/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 6 from Fireflies\n2. Minutes 4 from Noota\n3. Minutes 5 from MeetGeek \n4. Minutes 2 from Sembly AI\n5. Minutes 3 from TLDV\n6. Minutes 1 from OtterAI\n\nHere's my rationale:\n\n1. Fireflies minutes are the most structured and actionable. They clearly outline key objectives, blockers, and action items for each main topic discussed. The speaker contributions section adds valuable context on who said what. The timestamps make it easy to

reference specific parts of the discussion.\n\n2. Noota's minutes provide a comprehensive overview with good structure. They include meeting info, main objectives, agenda items, discussion details, issues raised, and action items assigned to specific people. The level of detail allows for effective follow-up.\n\n3. MeetGeek's minutes offer a good summary and highlight key topics. The AI insights on time management efficiency are unique and potentially useful. The topic breakdown is detailed, though not as actionable as the top two.\n\n4. Sembly AI's minutes are well-organized with clear headings and next steps for each topic. However, they lack some of the detail and specificity of the top-ranked minutes.\n\n5. TLDV's minutes provide a decent overview of topics discussed with some next steps and ideas captured. However, they are less comprehensive and structured compared to the higher-ranked options.\n\n6. OtterAI's minutes, while containing relevant information, are the least structured and most difficult to follow. The lack of clear organization and action items makes it challenging to use for follow-up.\n\nThe top-ranked minutes would be most useful for managers and team members to follow up on decisions, actions, and discussions from the meeting due to their clarity, structure, and actionable format.", type='text')]
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--- Run 13/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 4 from Noota\n2. Minutes 1 from MeetGeek\n3. Minutes 5 from Fireflies\n4. Minutes 6 from Sembly AI \n5. Minutes 2 from OtterAI\n6. Minutes 3 from TLDV\n\nHere's my rationale:\n\n1. Noota's minutes are the most comprehensive, well-structured, and actionable. They provide a clear overview, list of attendees, main objectives, agenda items, discussion details, issues raised, and action items assigned to specific people. The level of detail and organization makes it easy for managers and team members to follow up.\n\n2. MeetGeek's minutes offer a good summary, AI insights on time management, and a detailed breakdown of topics with timestamps. The format is clear and the content is relevant, though slightly less comprehensive than Noota's.\n\n3. Fireflies provides a good summary of key objectives, blockers, and action items, with timestamps and speaker contributions. The structure is clear, but it lacks some of the depth found in the top two.\n\n4. Sembly AI's minutes are well-organized with clear headings for each topic, updates, and next steps. However, they are less comprehensive than the top three and don't provide as much actionable detail.\n\n5. OtterAI's minutes contain relevant information but are less structured and harder to follow. The action items are mixed in with discussion points, making it less actionable for follow-up.\n\n6. TLDV's minutes are the least comprehensive and structured. While they provide some useful information, they lack the detail and organization needed for effective follow-up on decisions and actions.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 14/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 2 from MeetGeek\n2. Minutes 5 from Sembly AI\n3. Minutes 3 from Noota\n4. Minutes 1 from Fireflies\n5. Minutes 6 from OtterAI\n6. Minutes 4 from TLDV\n\nReasoning:\n\n1. MeetGeek's minutes are the most comprehensive, well-structured, and actionable. They provide clear topics, highlights, insights, and even an AI analysis of time management efficiency. The level of detail and organization makes it easy for managers and

team members to follow up on decisions and actions.\n\n2. Sembly AI's minutes offer a good balance of detail and conciseness. They use emojis to separate topics, provide clear updates and next steps for each item discussed. The structure makes it easy to quickly grasp the key points and follow-up actions.\n\n3. Noota's minutes provide a good overview of the meeting, including attendees, main objectives, and discussion details. They also highlight issues raised and provide an action list by person. While not as detailed as MeetGeek's, they still offer valuable information for follow-up.\n\n4. Fireflies' minutes offer a decent summary with key objectives, blockers, and action items. However, they lack some of the detail and structure found in the top-ranked minutes.\n\n5. OtterAI's minutes provide a list of action items and some discussion points, but the structure is less clear and it's harder to follow the flow of the meeting or identify specific follow-up tasks for team members.\n\n6. TLDV's minutes are the least comprehensive and actionable. While they do provide some discussion points and next steps, they lack the detail and structure needed for effective follow-up on decisions and actions.\n\nOverall, the top-ranked minutes provide better structure, more comprehensive coverage of the meeting's content, and clearer action items for follow-up.", type='text')]
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--- Run 15/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 6 from OtterAI\n2. Minutes 4 from Noota\n3. Minutes 3 from Sembly AI \n4. Minutes 5 from MeetGeek\n5. Minutes 2 from Fireflies\n6. Minutes 1 from TLDV\n\nHere's my rationale:\n\n1. OtterAI's minutes are the most comprehensive, detailed, and well-structured. They provide clear action items, capture key discussions and decisions, and offer good context on the various topics covered. The level of detail allows for easy follow-up on decisions and actions.\n\n2. Noota's minutes offer a good balance of conciseness and detail. They provide a clear overview, list of agenda items, key discussion points, issues raised, and action items assigned to specific people. The structure makes it easy to follow up on decisions and actions.\n\n3. Sembly AI's minutes are well-organized with clear headings and next steps for each topic. They capture the main points of discussion and decisions made, though with slightly less detail than the top two.\n\n4. MeetGeek's minutes provide a good summary and highlight key topics, but lack specific action items and assignees. The AI insights on time management efficiency are interesting but not particularly useful for follow-up.\n\n5. Fireflies' minutes offer a decent summary of key objectives, blockers, and action items, but lack the depth and context provided by the higher-ranked minutes. The speaker contributions section is helpful but could be more concise.\n\n6. TLDV's minutes are the least comprehensive and lack structure. While they capture some key points, they don't provide enough context or detail for effective follow-up on decisions and actions.\n\nOverall, the top-ranked minutes provide the best balance of detail, structure, and actionability for managers and team members to follow up on decisions, actions, and discussions from the meeting.", type='text')]
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--- Run 16/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the provided AI minutes, I would rank them in the following order from best to worst:\n\n1. Minutes from Noota\n2. Minutes from Fireflies\n3. Minutes from Sembly AI\n4. Minutes from MeetGeek\n5. Minutes from TLDV\n6. Minutes from OtterAI\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, well-structured, and

actionable. They provide a clear overview, detailed discussion points, issues raised, and action items assigned to specific team members. The format is easy to follow and gives managers and team members a clear understanding of what was discussed and what needs to be done.\n\n2. Fireflies' minutes are also well-structured, with clear key objectives, blockers, and action items. They provide timestamps and speaker contributions, which adds context and accountability. The summary is concise yet informative.\n\n3. Sembly AI's minutes are concise and organized by topic, with clear next steps for each discussion point. While not as detailed as Noota or Fireflies, they still provide good actionable information.\n\n4. MeetGeek's minutes offer a good summary and highlight key topics and accomplishments. They include AI insights on time management efficiency, which is unique. However, they lack specific action items and assignments.\n\n5. TLDV's minutes are organized by topic with some next steps and ideas, but they lack the depth and structure of the higher-ranked minutes. The information is less comprehensive and actionable.\n\n6. OtterAI's minutes are the least structured and most difficult to follow. While they contain relevant information, the format makes it challenging to identify clear action items and decisions. The lack of organization makes it less useful for follow-up purposes.", type='text')]
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--- Run 17/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for managers and team members to follow up on decisions, actions, and discussions, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 3 from Noota\n2. Minutes 1 from MeetGeek\n3. Minutes 2 from Fireflies\n4. Minutes 6 from Sembly AI\n5. Minutes 5 from TLDV\n6. Minutes 4 from OtterAI\n\nReasoning:\n\n1. Noota's minutes provide a comprehensive overview with clear sections for meeting info, objectives, agenda items, discussion details, issues raised, and action items by person. It's well-structured and easy to follow up on.\n\n2. MeetGeek's minutes offer a detailed summary with AI insights on time management efficiency. It breaks down topics with timestamps and highlights key discussions, challenges, and accomplishments.\n\n3. Fireflies provides a good summary with key objectives, blockers, and action items. It also includes speaker contributions, which is helpful for accountability.\n\n4. Sembly AI's minutes are organized by topic with updates and next steps for each, making it easy to track action items. However, it lacks some of the detail and structure of the top 3.\n\n5. TLDV's minutes are organized by topic with ideas and next steps, but lack the comprehensiveness and detail of the higher-ranked options.\n\n6. OtterAI's minutes, while containing relevant information, are less structured and more difficult to follow for action items and decision-making. The format makes it challenging to quickly identify key points and next steps.\n\nThe top-ranked minutes provide better structure, clarity, and actionable information for managers and team members to follow up on decisions and discussions from the meeting.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 18/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the quality, relevance, precision, and exhaustiveness of the minutes, I would rank them in the following order from best to worst:\n\n1. Minutes 2 from Sembly AI\n2. Minutes 3 from Noota\n3. Minutes 6 from MeetGeek\n4. Minutes 1 from Fireflies\n5. Minutes 5 from TLDV\n6. Minutes 4 from OtterAI\n\nReasoning:\n\n1. Sembly AI's minutes provide a comprehensive and well-structured summary of the meeting. They clearly outline the key topics

discussed, updates made, and next steps for each agenda item. The format is easy to follow and provides actionable information for managers and team members.\n\n2. Noota's minutes offer a detailed overview of the meeting, including attendees, main objectives, discussion details, issues raised, and action items. The structure is clear and provides good context for follow-up.\n\n3. MeetGeek's minutes provide a good summary of the meeting topics and highlights. They include AI insights on time management efficiency and break down the discussion into specific topics with timestamps. However, they lack some of the detail and clarity of the top two.\n\n4. Fireflies' minutes offer a structured summary with key objectives, blockers, and action items. However, they are less comprehensive than the top three and lack some context.\n\n5. TLDV's minutes provide a brief overview of the main topics discussed but lack the depth and actionable information found in the higher-ranked minutes.\n\n6. OtterAI's minutes are the least structured and most difficult to follow. While they contain relevant information, the lack of clear organization and action items makes it challenging for managers and team members to follow up effectively.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 19/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 1 from Noota\n2. Minutes 2 from MeetGeek\n3. Minutes 5 from Fireflies\n4. Minutes 4 from OtterAI \n5. Minutes 6 from Sembly AI\n6. Minutes 3 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, well-structured, and actionable. They provide a clear overview, detailed discussion points, issues raised, and specific action items assigned to team members. The format is easy to follow and would be most useful for managers and team members to track decisions and follow-ups.\n\n2. MeetGeek's minutes offer good detail and structure, with clear topics, highlights, and AI insights on time management. While not as comprehensive as Noota's, they provide valuable information on discussions and decisions made.\n\n3. Fireflies' minutes have a good summary structure with key objectives, blockers, action items, and speaker contributions. The timestamp references are helpful. However, they lack some of the depth found in the top two.\n\n4. OtterAI's minutes provide decent coverage of the meeting topics but are less structured and harder to follow than the top three. The action items are mixed in with discussion points, making it less actionable.\n\n5. Sembly AI's minutes have some good content but are less comprehensive and structured compared to the others. The use of emoji headers is unique but doesn't necessarily improve clarity or actionability.\n\n6. TLDV's minutes are the least comprehensive and actionable. While they cover some key points, they lack the depth and structure needed for effective follow-up on decisions and actions.\n\nOverall, the top-ranked minutes provide the best balance of relevance, precision, and exhaustiveness, making them most useful for managers and team members to follow up on decisions, actions, and discussions from the meeting.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 20/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on my analysis, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 2 from MeetGeek\n2. Minutes 3 from Noota\n3. Minutes 1 from Sembly AI\n4. Minutes 4 from Fireflies\n5. Minutes 5 from TLDV\n6. Minutes 6 from OtterAI\n\nReasoning:\n\n1. MeetGeek's minutes are the most comprehensive, well-structured,

and actionable. They provide clear topics, highlights, challenges, and accomplishments, making it easy for managers and team members to follow up on decisions and actions. The AI insights on time management efficiency add valuable context.\n\n2. Noota's minutes offer a detailed overview with clear sections on discussion details, issues raised, and action items assigned to specific team members. The format is easy to follow and provides good context for follow-up.\n\n3. Sembly AI's minutes are concise and well-organized, with clear next steps for each topic discussed. However, they lack some of the depth and context provided by the top two.\n\n4. Fireflies' minutes provide a good summary of key objectives, blockers, and action items, but the format is less intuitive and lacks some of the detail found in the top-ranked minutes.\n\n5. TLDV's minutes offer some useful information but are less comprehensive and structured compared to the higher-ranked options. The format makes it somewhat difficult to quickly identify key decisions and actions.\n\n6. OtterAI's minutes, while containing relevant information, are the least organized and most difficult to follow. The lack of clear structure and actionable items makes it challenging for managers and team members to use effectively for follow-up.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

Job Interview Minutes AI Assessments

--- Run 1/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare and share candidate information, I would rank the AI minutes from best to worst as follows:\n\n1. Noota\n2. Fireflies\n3. Sembly AI\n4. Meet Geek\n5. TLDV\n6. Otter AI\n\nReasoning:\n\n1. Noota provides the most comprehensive and well-structured summary. It covers all key aspects of the interview, including detailed candidate information, motivations, knowledge of the company, professional experiences, skills, and points to watch. The format is clear and easy to navigate, making it ideal for recruiters to quickly review and share.\n\n2. Fireflies offers a detailed, chronological breakdown of the interview with timestamps. It captures most of the important points discussed and organizes them into clear sections. While not as concise as Noota, it provides a thorough account that recruiters can easily reference.\n\n3. Sembly AI provides a good balance of summary and outline. The emoji-based structure makes it visually appealing and easy to scan. It covers the main points of the interview but lacks some of the detail found in the top two.\n\n4. Meet Geek offers some interesting insights and a unique AI analysis of the candidate's performance. However, the structure is less clear, and some key details are missing or buried within longer paragraphs.\n\n5. TLDV provides a brief overview with some relevant points, but it lacks the depth and comprehensiveness of the higher-ranked summaries. The format is less conducive to quick review and comparison.\n\n6. Otter AI's summary is the least comprehensive and structured. While it captures some key points, it misses many important details and lacks the organization needed for effective recruiter use.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 2/20 ---
Claude-3-5-sonnet Output:

[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information, I would rank the minutes from best to worst as follows:\n\n1. Minutes 1 from Fireflies\n2. Minutes 3 from Noota\n3. Minutes 2 from Meet Geek\n4. Minutes 6 from Sembly AI\n5. Minutes 5 from TLDV\n6. Minutes 4 from Otter AI\n\nExplanation:\n\n1. Fireflies provides the most comprehensive and well-structured summary. It covers all key aspects of the interview chronologically, including specific time stamps, which makes it easy for recruiters to reference specific parts of the conversation. The information is detailed, relevant, and precisely captures the candidate's background, motivations, skills, and responses to various questions.\n\n2. Noota offers a detailed overview with clear sections for different aspects of the candidate's profile. It provides good depth on the candidate's background, motivations, and skills, as well as highlighting potential points to watch. While not as chronologically structured as Fireflies, it offers valuable insights for recruiters.\n\n3. Meet Geek provides a good summary with AI insights and topic highlights. It offers some unique perspectives like computed KPI values, which could be useful for recruiters. However, it's less exhaustive than the top two options.\n\n4. Sembly AI offers a concise summary and outline of key points. While it captures the main topics discussed, it lacks the depth and specificity of the top-ranked options.\n\n5. TLDV provides a brief outline with some time stamps, but it's significantly less detailed than the higher-ranked options. It misses many important details that recruiters would find valuable.\n\n6. Otter AI's summary is the least structured and detailed. While it touches on some key points, it lacks the organization and comprehensiveness that recruiters would need for effective candidate evaluation and comparison.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 3/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 1 from Noota\n2. Minutes 6 from Fireflies\n3. Minutes 4 from Sembly AI\n4. Minutes 3 from Meet Geek\n5. Minutes 5 from TLDV\n6. Minutes 2 from Otter AI\n\nExplanation:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a detailed overview of the candidate's background, motivations, skills, and potential concerns. The information is organized into clear sections, making it easy for recruiters to find specific details.\n\n2. Fireflies offers a detailed, chronological summary of the interview with timestamps. It captures most of the key points and provides good context for each topic discussed.\n\n3. Sembly AI provides a concise summary and a well-organized outline of the main topics discussed. While not as detailed as Noota or Fireflies, it offers a good overview of the candidate's qualifications and interests.\n\n4. Meet Geek's minutes include some useful insights and KPI scores, which could be helpful for recruiters. However, the organization is less clear, and some important details are missing.\n\n5. TLDV's minutes are brief and provide a basic outline of the interview. While it captures some key points, it lacks the depth and detail that recruiters might need for a thorough evaluation.\n\n6. Otter AI's minutes are the least structured and most difficult to follow. While they contain some relevant information, the lack of organization and context makes it challenging for recruiters to extract useful insights efficiently.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 4/20 ---
Claude-3-5-sonnet Output:

[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information from interviews, I would rank the AI minutes from best to worst as follows:\n\n1. Fireflies (minutes 4)\n2. Noota (minutes 6)\n3. Meet Geek (minutes 5)\n4. Sembly AI (minutes 2)\n5. Otter AI (minutes 3)\n6. TLDV (minutes 1)\n\nReasoning:\n\n1. Fireflies provides the most comprehensive and well-structured summary. It includes detailed timestamps, covers all key points of the interview, and organizes information in a logical manner that's easy for recruiters to review.\n\n2. Noota offers a thorough overview with clear sections on candidate information, motivations, knowledge of the role and company, professional experiences, skills, and points to watch. It's highly relevant for recruiters but slightly less precise in its organization compared to Fireflies.\n\n3. Meet Geek provides a good summary with AI insights and topic highlights. It includes useful KPIs for evaluating the candidate but is slightly less exhaustive than the top two.\n\n4. Sembly AI offers a concise summary and outline of key points. While it covers most important aspects, it's less detailed than the top three.\n\n5. Otter AI provides a brief summary and some key points but lacks the structure and detail of the higher-ranked minutes.\n\n6. TLDV offers the least comprehensive summary, with fragmented information and less relevance for recruiters trying to evaluate the candidate holistically.\n\nThe top-ranked minutes provide recruiters with the most useful, well-organized, and comprehensive information for reviewing and comparing candidates, while the lower-ranked ones offer less structure and detail.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 5/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 3 from Noota\n2. Minutes 1 from Fireflies\n3. Minutes 4 from Meet Geek\n4. Minutes 6 from Sembly AI\n5. Minutes 5 from TLDV\n6. Minutes 2 from Otter AI\n\nExplanation:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear overview, detailed candidate information, and specific points to watch. The format is easy to navigate and includes all relevant aspects of the interview.\n\n2. Fireflies offers a detailed, chronological breakdown of the interview with timestamps. It covers most key points and is well-organized, making it easy for recruiters to find specific information.\n\n3. Meet Geek provides a good summary with AI insights and KPI scores, which could be valuable for recruiters. The topic highlights are useful, though not as exhaustive as the top two.\n\n4. Sembly AI offers a concise summary and a well-structured outline. While not as detailed as the top choices, it covers the main points effectively.\n\n5. TLDV provides a brief overview with timestamps and topic categorization. It's less comprehensive than the others but still offers quick reference points.\n\n6. Otter AI's minutes are the least structured and harder to navigate. While they contain relevant information, the format makes it challenging for recruiters to quickly find and compare specific details about the candidate.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 6/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare and share candidate information, I would rank the minutes from best to worst as follows:\n\n1. Minutes 3 from Noota\n2. Minutes 1 from Sembly AI\n3. Minutes 5 from Fireflies\n4. Minutes 2 from Meet Geek\n5. Minutes 6 from TLDV\n6. Minutes 4 from Otter

AI\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear overview, detailed candidate information, and specific points to watch. The format is easy for recruiters to review and share.\n\n2. Sembly AI's minutes offer a good summary and outline, capturing key points about the candidate's background, skills, and goals. The format is concise yet informative.\n\n3. Fireflies provides a detailed chronological breakdown of the interview with timestamps, which is helpful for reference. It covers most key points but lacks the clear structure of the top two.\n\n4. Meet Geek's minutes have some good insights and topic breakdowns, but the structure is less clear and some information feels repetitive.\n\n5. TLDV's minutes are timestamped and cover main topics, but lack depth and analysis compared to the higher-ranked options.\n\n6. Otter AI's minutes are the least comprehensive and structured, making it difficult for recruiters to quickly extract and compare relevant information.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 7/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare and share candidate information, I would rank the minutes from best to worst as follows:\n\n1. Minutes 4 from Noota\n2. Minutes 6 from Otter AI\n3. Minutes 3 from Fireflies\n4. Minutes 2 from Sembly AI\n5. Minutes 5 from Meet Geek\n6. Minutes 1 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear overview, detailed candidate information, and specific points to watch. The format is easy for recruiters to review and compare against other candidates.\n\n2. Otter AI's minutes offer a good balance of detail and conciseness. They highlight key points about the candidate's background, motivations, and fit with the company. The inclusion of action items is helpful for follow-up.\n\n3. Fireflies provides a detailed, chronological account of the interview with timestamps. While comprehensive, it may be slightly less easy to quickly extract key information compared to the top two.\n\n4. Sembly AI offers a good summary and outline but lacks some of the specific details found in the top-ranked minutes.\n\n5. Meet Geek's minutes provide some interesting insights and KPIs but are less comprehensive in terms of candidate information and interview content.\n\n6. TLDV's minutes, while providing some useful information, are the least comprehensive and lack the structure that would make them easily comparable to other candidates.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 8/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare and share candidate information, I would rank the minutes from best to worst as follows:\n\n1. Fireflies\n2. Noota\n3. Meet Geek\n4. Sembly AI\n5. TLDV\n6. Otter AI\n\nReasoning:\n\n1. Fireflies provides the most comprehensive and well-structured summary. It covers all key aspects of the interview chronologically, including the candidate's background, motivations, knowledge of the company, skills, strengths/weaknesses, and future goals. The information is precise and highly relevant for recruiters.\n\n2. Noota offers a detailed overview with clear sections on candidate information, reasons for applying, knowledge of the role and company, professional experiences, skills, and points to watch. While not as chronological as Fireflies, it provides excellent depth and analysis useful for recruiters.\n\n3. Meet Geek provides a good summary with AI insights and topic highlights. The information is relevant and includes some unique elements like KPI scores. However, it's less exhaustive than the top two.\n\n4.

Sembly AI offers a concise summary and outline of key points. While it captures the main topics, it lacks the depth and detail of the top-ranked minutes.\n\n5. TLDV provides a brief outline with timestamps but lacks the depth and analysis that would be most useful for recruiters.\n\n6. Otter AI offers the least comprehensive summary, with limited structure and detail. While it captures some key points, it's not as thorough or well-organized as the others for recruiter use.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 9/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare and share candidate information, I would rank the minutes from best to worst as follows:\n\n1. Minutes 5 from Noota\n2. Minutes 1 from Fireflies\n3. Minutes 2 from Sembly AI\n4. Minutes 4 from Meet Geek\n5. Minutes 6 from Otter AI\n6. Minutes 3 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear overview, detailed candidate information, and specific points to watch. The format is easy to navigate and includes all key aspects recruiters would need.\n\n2. Fireflies' minutes are very detailed and chronological, covering most of the interview content. They offer good precision but lack the clear structure and summary elements of Noota's version.\n\n3. Sembly AI's minutes provide a good summary and outline, balancing detail with conciseness. However, they're not as exhaustive as the top two.\n\n4. Meet Geek's minutes offer some unique insights with AI-generated KPIs and topic highlights. However, the structure is less clear for quick review purposes.\n\n5. Otter AI's minutes provide a brief summary and some key points but lack the depth and structure of the higher-ranked options.\n\n6. TLDV's minutes, while providing timestamps, are the least comprehensive and lack the detail needed for a thorough candidate review.\n\nThe top-ranked minutes offer the best combination of relevance, precision, and exhaustiveness for recruiters to effectively review and compare candidate information.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 10/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 2 from Fireflies\n2. Minutes 4 from Meet Geek\n3. Minutes 6 from Noota\n4. Minutes 3 from Sembly AI\n5. Minutes 5 from TLDV\n6. Minutes 1 from Otter AI\n\nExplanation:\n\n1. Fireflies provides the most comprehensive and well-structured summary. It includes detailed timestamps, covers all key aspects of the interview, and organizes information in a logical flow that's easy for recruiters to follow.\n\n2. Meet Geek offers a good balance of summary and detailed insights. It includes AI-generated KPIs, which can be valuable for quick comparisons between candidates. The topic breakdown is helpful for quick reference.\n\n3. Noota provides a detailed overview with clear sections for different aspects of the candidate's profile. It's comprehensive but could be more concise in some areas.\n\n4. Sembly AI offers a good summary and outline but lacks some of the detail and structure found in the top-ranked minutes.\n\n5. TLDV provides a brief summary with timestamps but lacks the depth and organization of the higher-ranked minutes.\n\n6. Otter AI, while covering many points from the interview, presents information in a less structured and more difficult-to-follow format compared to the others.\n\nThe top-ranked minutes provide recruiters with well-organized,

detailed, and easily comparable information about the candidate, making them the most useful for review and decision-making processes.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 11/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare and share candidate information, I would rank the minutes from best to worst as follows:\n\n1. Minutes 3 from Noota\n2. Minutes 2 from Fireflies\n3. Minutes 1 from Sembly AI\n4. Minutes 5 from Meet Geek\n5. Minutes 4 from Otter AI\n6. Minutes 6 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a detailed overview of the candidate's background, motivations, knowledge of the company, skills, and potential concerns. The format is easy to scan and includes specific sections recruiters would find valuable.\n\n2. Fireflies offers a chronological, detailed account of the interview with timestamps. It captures most key points and provides good context, though not as neatly organized as Noota's.\n\n3. Sembly AI provides a good summary and outline of key points, but lacks some of the detail and structure found in the top two.\n\n4. Meet Geek offers some interesting AI insights and KPIs, which could be valuable for recruiters. However, the overall structure and detail of the minutes are not as comprehensive as the top three.\n\n5. Otter AI provides a brief summary and some key points, but lacks the depth and organization of the higher-ranked minutes.\n\n6. TLDV's minutes are the least comprehensive, offering only brief topic summaries and timestamps without much detail or context that recruiters would find useful for evaluation.\n\nThe top-ranked minutes provide recruiters with the most relevant, precise, and exhaustive information to effectively review and compare candidates.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 12/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information, I would rank the minutes from best to worst as follows:\n\n1. Minutes 4 from Noota\n2. Minutes 6 from Fireflies\n3. Minutes 2 from Sembly AI\n4. Minutes 5 from Meet Geek\n5. Minutes 3 from TLDV\n6. Minutes 1 from Otter AI\n\nExplanation:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a detailed overview of the candidate's background, motivations, skills, and potential concerns. The information is organized into clear sections, making it easy for recruiters to quickly find relevant details.\n\n2. Fireflies' minutes offer a chronological, detailed account of the interview with timestamps. They capture most of the key points discussed and provide good context for each topic.\n\n3. Sembly AI's minutes present a concise summary followed by a well-organized outline of the main discussion points. While not as detailed as Noota's, they offer a good balance of brevity and information.\n\n4. Meet Geek's minutes provide a summary and AI insights, which could be useful for recruiters. However, the topic breakdown is less detailed than the top-ranked options.\n\n5. TLDV's minutes offer a brief overview with timestamps but lack the depth and organization of the higher-ranked options.\n\n6. Otter AI's minutes, while containing relevant information, are the least structured and most difficult to navigate for quick reference, making them less ideal for recruiters to review and compare candidates efficiently.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 13/20 ---

Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information, I would rank the AI minutes from best to worst as follows:\n\n1. Fireflies\n2. Sembly AI\n3. Meet Geek\n4. Noota\n5. Otter AI\n6. TLDV\n\nReasoning:\n\n1. Fireflies provides the most comprehensive and well-structured summary. It covers all key points of the interview in chronological order, with precise timestamps and clear categorization of topics. The information is highly relevant for recruiters and easy to navigate.\n\n2. Sembly AI offers a concise summary followed by a detailed outline. The information is well-organized and covers most important aspects of the interview. The outline format makes it easy for recruiters to quickly find specific information.\n\n3. Meet Geek provides a good overview with AI insights and topic highlights. The inclusion of KPI scores adds value for recruiters. However, it's slightly less comprehensive than the top two.\n\n4. Noota offers a detailed overview and breakdown of the candidate's information. It's comprehensive but lacks the clear structure and easy navigation of the top-ranked summaries.\n\n5. Otter AI provides a brief summary with some key points but lacks the depth and organization of the higher-ranked options. It misses some important details from the interview.\n\n6. TLDV offers the least comprehensive summary. While it covers some key points, it lacks the depth, structure, and precision of the other options, making it less useful for recruiters to review and compare candidates.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 14/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare and share candidate information, I would rank the minutes from best to worst as follows:\n\n1. Minutes 1 from Noota\n2. Minutes 6 from Otter AI\n3. Minutes 5 from Fireflies\n4. Minutes 3 from Meet Geek\n5. Minutes 4 from Sembly AI\n6. Minutes 2 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, well-structured, and relevant for recruiters. They provide a detailed overview of the candidate's background, motivations, skills, and potential fit with the company. The information is organized into clear sections, making it easy for recruiters to find specific details.\n\n2. Otter AI's minutes offer a good balance of detail and conciseness. They capture key points about the candidate's background, motivations, and skills, while also including relevant questions and responses. The outline format makes it easy to scan for important information.\n\n3. Fireflies' minutes provide a detailed timeline of the interview, with specific timestamps for each topic. While not as neatly organized as Noota's, they offer comprehensive coverage of the interview content.\n\n4. Meet Geek's minutes include some useful AI insights and topic highlights. However, the organization is less clear, and some important details are missing or less emphasized compared to the top-ranked minutes.\n\n5. Sembly AI's minutes offer a brief summary and outline but lack the depth and specificity of the higher-ranked options. While they capture main points, they miss some nuances that could be important for recruiters.\n\n6. TLDV's minutes are the least comprehensive and detailed. They provide only a basic overview of the interview topics without much elaboration, making them less useful for thorough candidate evaluation.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 15/20 ---
Claude-3-5-sonnet Output:

[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare and share candidate information, I would rank the minutes from best to worst as follows:\n\n1. Minutes 3 from Noota\n2. Minutes 1 from Fireflies\n3. Minutes 2 from Sembly AI\n4. Minutes 4 from Otter AI\n5. Minutes 6 from Meet Geek\n6. Minutes 5 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear overview, detailed candidate information, and specific points to watch. The format is easy to navigate and includes all key aspects recruiters would need.\n\n2. Fireflies offers a detailed, chronological breakdown of the interview with time stamps. It covers most topics discussed and provides good insights into the candidate's responses.\n\n3. Sembly AI provides a concise summary and a well-organized outline of key points. While not as detailed as the top two, it still offers valuable information in an easy-to-read format.\n\n4. Otter AI's minutes are less structured but still contain relevant information. The inclusion of action items is useful, but the overall organization could be improved.\n\n5. Meet Geek's minutes offer some insights and highlights but lack the depth and organization of the higher-ranked options. The AI insights section is interesting but may not be as directly useful for recruiters.\n\n6. TLDV's minutes are the least comprehensive and lack the detail needed for a thorough candidate review. The format is not as conducive to quick information retrieval compared to the others.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 16/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare and share candidate information, I would rank the minutes from best to worst as follows:\n\n1. Minutes 4 from Noota\n2. Minutes 2 from Fireflies\n3. Minutes 6 from TLDV\n4. Minutes 5 from Sembly AI \n5. Minutes 3 from Meet Geek\n6. Minutes 1 from Otter AI\n\nRationale:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a detailed overview of the candidate's background, motivations, skills, and potential concerns in an easy-to-scan format. The information is highly relevant for recruiters and includes specific sections on the candidate's questions and points to watch.\n\n2. Fireflies offers a very detailed, chronological breakdown of the interview with precise timestamps. The information is comprehensive and well-organized, making it easy for recruiters to find specific details.\n\n3. TLDV provides a concise but informative summary with key points organized under clear headings. While not as exhaustive as the top two, it captures the most important information for recruiters in an easily digestible format.\n\n4. Sembly AI offers a good summary and outline of the interview. It's less detailed than the top choices but still provides relevant information in a structured manner.\n\n5. Meet Geek's minutes include some useful insights and metrics but are less comprehensive and less clearly organized for quick review by recruiters.\n\n6. Otter AI's minutes, while containing relevant information, are the least structured and most difficult to quickly scan for key details, making them less useful for recruiters to efficiently review and compare candidates.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 17/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 2 from Fireflies\n2. Minutes 1 from Sembly AI\n3. Minutes 6 from Noota\n4. Minutes 5 from Meet Geek\n5. Minutes 3 from Otter AI\n6. Minutes 4 from

TLDV\n\nExplanation:\n\n1. Fireflies provides the most comprehensive and well-structured summary. It covers all key aspects of the interview in chronological order, with precise timestamps and detailed information about the candidate's background, motivations, skills, and responses to various questions.\n\n2. Sembly AI offers a concise yet informative summary with a clear outline. It captures the main points of the interview and provides relevant insights, though not as exhaustive as Fireflies.\n\n3. Noota provides a detailed overview with specific sections for candidate information, experiences, skills, and points to watch. It's comprehensive but lacks the chronological structure and precise timestamps of Fireflies.\n\n4. Meet Geek offers a good summary with AI insights and topic highlights. However, it's less detailed than the top three and doesn't provide as much specific information about the candidate's responses.\n\n5. Otter AI provides a brief summary with some key points but lacks the structure and detail of the higher-ranked minutes. It includes action items, which could be useful, but overall is less comprehensive.\n\n6. TLDV offers the least detailed summary, with brief topic highlights and timestamps. While it provides some structure, it lacks the depth and comprehensiveness needed for a thorough candidate review.\n\nThe top-ranked minutes provide recruiters with more detailed, structured, and relevant information to effectively review and compare candidates, while the lower-ranked ones offer less comprehensive summaries that may require additional review of the original transcript.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 18/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 1 from Fireflies\n2. Minutes 3 from Noota\n3. Minutes 2 from Meet Geek\n4. Minutes 6 from Sembly AI\n5. Minutes 5 from TLDV\n6. Minutes 4 from Otter AI\n\nExplanation:\n\n1. Fireflies provides the most comprehensive and well-structured summary. It covers all key aspects of the interview chronologically, including specific time stamps, which makes it easy for recruiters to reference specific parts of the conversation. The content is highly relevant, precise, and exhaustive.\n\n2. Noota offers a detailed overview with clear sections for different aspects of the candidate's profile. It provides good insights and points to watch, which are valuable for recruiters. While not as chronological as Fireflies, it is still very comprehensive and well-organized.\n\n3. Meet Geek provides a good summary with AI insights and topic highlights. The KPI scores add value for quick assessment. However, it's slightly less exhaustive than the top two.\n\n4. Sembly AI offers a concise summary and outline with time stamps. While it covers the main points, it's less detailed than the top three.\n\n5. TLDV provides a brief outline with some time stamps, but lacks the depth and organization of the higher-ranked summaries.\n\n6. Otter AI's summary is the least structured and detailed. While it captures some key points, it's not as comprehensive or precisely organized as the others, making it less useful for recruiters to review and compare candidates.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 19/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information from interviews, I would rank the minutes in the following order from best to worst:\n\n1. Minutes 2 from Noota\n2. Minutes 3 from Fireflies\n3. Minutes 1 from Otter AI\n4. Minutes 4 from Sembly AI\n5. Minutes 6 from Meet

Geek\n6. Minutes 5 from TLDV\n\nExplanation:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a detailed overview of the candidate's background, motivations, skills, and potential concerns. The information is organized in a way that makes it easy for recruiters to quickly assess the candidate's fit for the role.\n\n2. Fireflies' minutes offer a detailed chronological breakdown of the interview, with timestamps and clear categorization of topics. This makes it easy to locate specific information and provides good context for each point discussed.\n\n3. Otter AI's minutes provide a good summary of key points but lack the detailed structure of the top two. However, they do highlight important aspects of the candidate's background and potential fit for the role.\n\n4. Sembly AI's minutes offer a concise summary and outline of the interview, which is helpful for a quick overview. However, they lack some of the detail and organization found in the top-ranked minutes.\n\n5. Meet Geek's minutes provide some interesting insights and KPI scores, but the organization is less clear, and some important details are missing or less emphasized compared to the higher-ranked minutes.\n\n6. TLDV's minutes are the least comprehensive and lack the detail and structure needed for a thorough review of the candidate. While they provide some basic information, they are not as useful for recruiters looking to make informed decisions.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 20/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for recruiters to review, compare, and share candidate information from interviews, I would rank the AI minutes in the following order from best to worst:\n\n1. Minutes 6 from Noota\n2. Minutes 4 from Fireflies\n3. Minutes 3 from Sembly AI\n4. Minutes 5 from Meet Geek\n5. Minutes 1 from Otter AI\n6. Minutes 2 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear overview, detailed candidate information, and specific points to watch. The format is easy to navigate and includes all key aspects of the interview.\n\n2. Fireflies offers a detailed, chronological breakdown of the interview with timestamps. It captures most of the important points and is well-organized, making it easy for recruiters to find specific information.\n\n3. Sembly AI provides a good summary and outline of the key points discussed. While not as detailed as the top two, it still offers valuable insights in a concise format.\n\n4. Meet Geek's minutes include some unique elements like AI Insights and KPI scores, which could be useful for recruiters. However, the overall structure is less clear and some important details are missing.\n\n5. Otter AI's minutes contain relevant information but lack structure and organization, making it harder for recruiters to quickly find specific details about the candidate.\n\n6. TLDV's minutes are the least comprehensive and lack important details about the candidate's qualifications and responses. The format is not as conducive to easy review and comparison.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

1-on-1 Meeting Minutes AI Assessments

--- Run 1/20 ---

Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 6 from Noota\n2. Minutes 4 from Sembly AI\n3. Minutes 5 from Fireflies\n4. Minutes 2 from Otter AI\n5. Minutes 3 from Meet Geek\n6. Minutes 1 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and structured. They provide a clear overview, detailed sections on work updates, challenges, performance feedback, goals, and specific action items. This format is highly relevant for coach follow-up and feedback.\n\n2. Sembly AI's minutes offer a good summary and a detailed outline of the conversation, capturing key points chronologically. The content is relevant and precise, though less structured for follow-up than Noota's.\n\n3. Fireflies provides a concise overview and detailed notes with timestamps, making it easy to reference specific parts of the conversation. The action items are clear, though less comprehensive than Noota's.\n\n4. Otter AI's minutes capture the essence of the conversation and provide some structure with action items and an outline. However, they lack the detail and organization of the top three.\n\n5. Meet Geek's minutes offer a summary and some insights but are less detailed and structured for coach follow-up compared to the others above.\n\n6. TLDV's minutes are the least relevant and precise for this specific coaching session. They seem to be about a different meeting entirely, focusing on job dissatisfaction rather than the time management and joy-seeking topics discussed in this session.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 2/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 1 from Noota\n2. Minutes 4 from Sembly AI\n3. Minutes 5 from Fireflies\n4. Minutes 2 from Meet Geek\n5. Minutes 6 from Otter AI\n6. Minutes 3 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and structured, providing clear sections on current work updates, challenges, performance feedback, goals, and action items. This format allows for easy follow-up and targeted feedback.\n\n2. Sembly AI's minutes offer a detailed outline of the conversation flow, capturing key insights and transitions in the coaching session. The summary and outline structure provide good context for follow-up.\n\n3. Fireflies' minutes provide a concise overview, key discussion points, and specific action items with timestamps. While not as detailed as the top two, it still offers good material for coach follow-up.\n\n4. Meet Geek's minutes offer some useful insights and a breakdown of topics, but lack the specificity of action items and clear structure for easy follow-up.\n\n5. Otter AI's minutes provide a general overview of the conversation topics but lack structure and specific action items, making it less useful for targeted follow-up.\n\n6. TLDV's minutes seem to be addressing a different meeting altogether, focusing on job dissatisfaction rather than the coaching session discussed. This makes it the least relevant for follow-up on this particular coaching session.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 3/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 5 from Noota\n2. Minutes 2 from Sembly AI\n3. Minutes 6 from Fireflies\n4. Minutes 3 from Meet Geek\n5. Minutes 1 from Otter AI\n6. Minutes 4 from TLDV\n\nExplanation:\n\n1. Noota's

minutes are the most comprehensive and well-structured. They provide a detailed overview of the session, including current work updates, challenges, performance feedback, goals, and specific action items. This format is highly relevant for coach follow-up and provides precise information for feedback.\n\n2. Sembly AI's minutes offer a good balance of summary and detail. The outline is well-organized and covers key points chronologically, making it easy for the coach to follow the session's progression and provide targeted feedback.\n\n3. Fireflies' minutes provide a good overview and include specific action items. While not as comprehensive as Noota's, they still offer relevant information for coach follow-up.\n\n4. Meet Geek's minutes offer some useful insights and highlight key topics but lack the depth and specificity of the top-ranked minutes. They provide a good general overview but may require additional information for thorough follow-up.\n\n5. Otter AI's minutes are less structured and more difficult to follow. While they contain relevant information, the lack of organization makes it challenging for coaches to use effectively for follow-up and feedback.\n\n6. TLDV's minutes are the least relevant and precise for this particular coaching session. They seem to be focused on a different type of meeting (job dissatisfaction) and don't accurately reflect the content of the actual coaching session discussed.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 4/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 1 from Noota\n2. Minutes 5 from Sembly AI\n3. Minutes 6 from Fireflies\n4. Minutes 3 from Meet Geek\n5. Minutes 4 from Otter AI\n6. Minutes 2 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, providing a detailed structure with clear sections for current work updates, challenges, performance feedback, goals, and action items. This format is highly relevant for coach follow-up and offers precise information for feedback.\n\n2. Sembly AI's minutes offer a well-structured outline with timestamps, making it easy for the coach to reference specific parts of the conversation. The summary and detailed breakdown provide good context and specific points for follow-up.\n\n3. Fireflies' minutes provide a good overview, key discussion points, and action items. While not as detailed as Noota's, they offer relevant information for coach follow-up in a clear format.\n\n4. Meet Geek's minutes offer a concise summary and highlight key topics, but lack the depth and structure of the top three. They provide some useful insights but may require additional context for thorough follow-up.\n\n5. Otter AI's minutes present the conversation topics but lack structure and clear action items. The information is relevant but not organized optimally for coach follow-up.\n\n6. TLDV's minutes are the least relevant and precise for this specific coaching session. They appear to be about a different meeting altogether, focusing on job dissatisfaction rather than the time management and joy-seeking topics discussed in the actual session.\n\nThe top-ranked minutes provide the most comprehensive and structured information, allowing coaches to easily reference specific points, track progress, and provide targeted feedback to their coachees.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 5/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 3 from Sembly AI\n2. Minutes 6 from Fireflies\n3. Minutes 2 from Meet Geek\n4. Minutes 5 from

Noota\n5. Minutes 4 from Otter AI\n6. Minutes 1 from TLDV\n\nReasoning:\n\n1. Sembly AI provides a comprehensive summary with a detailed outline, capturing key discussion points, insights, and action items. It's highly relevant, precise, and exhaustive, making it excellent for coach follow-up.\n\n2. Fireflies offers a well-structured overview with clear sections for notes and action items. It's precise and relevant, though slightly less exhaustive than Sembly AI.\n\n3. Meet Geek provides a good summary with topics and highlights, including AI insights on time management efficiency. It's relevant and fairly precise, but less exhaustive than the top two.\n\n4. Noota offers a detailed report with sections on work updates, challenges, feedback, and goals. It's exhaustive but less focused on the specific coaching session, reducing its relevance and precision for this context.\n\n5. Otter AI presents a less structured summary with some key points and action items. It's somewhat relevant but lacks precision and exhaustiveness compared to the others.\n\n6. TLDV's minutes are the least relevant, precise, and exhaustive for this coaching session. They appear to be from a different meeting altogether, focusing on job dissatisfaction rather than the time management and joy-seeking topics discussed in this session.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 6/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 6 from Noota\n2. Minutes 3 from Fireflies\n3. Minutes 5 from Meet Geek\n4. Minutes 4 from Sembly AI\n5. Minutes 2 from Otter AI\n6. Minutes 1 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and structured. They provide a clear overview, detailed sections on work updates, challenges, performance feedback, goals, and specific action items. This format is highly relevant for coach follow-up and feedback.\n\n2. Fireflies offers a good balance of overview, detailed notes, and action items. The timeline references are helpful, and the content is relevant to the coaching session.\n\n3. Meet Geek provides a good summary, AI insights on time management, and a breakdown of topics with highlights. It's less detailed than the top two but still offers valuable information for follow-up.\n\n4. Sembly AI gives a decent summary and outline of the session. While it covers the main points, it lacks the structure and specificity of the top-ranked minutes for coach follow-up.\n\n5. Otter AI's minutes are less structured and more narrative in style. While they capture the essence of the conversation, they're less precise and harder to use for specific follow-up actions.\n\n6. TLDV's minutes are the least relevant to this specific coaching session. They appear to be from a different meeting about job dissatisfaction, making them unsuitable for follow-up on this particular coaching session.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 7/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the quality, relevance, precision, and exhaustiveness of the minutes for coaching follow-up purposes, I would rank them from best to worst as follows:\n\n1. Minutes 1 from Sembly AI\n2. Minutes 2 from Noota\n3. Minutes 4 from Fireflies\n4. Minutes 3 from Meet Geek\n5. Minutes 6 from Otter AI\n6. Minutes 5 from TLDV\n\nReasoning:\n\n1. Sembly AI provides the most comprehensive and well-structured summary, with a clear outline of the session's progression. It captures key insights, action items, and the client's emotional journey, making it highly valuable for coach follow-up.\n\n2. Noota offers a detailed breakdown in a

professional format, including current work updates, challenges, performance feedback, and action items. While not as coaching-specific as Sembly AI, it provides a solid foundation for follow-up.\n\n3. Fireflies presents a good overview with notes and action items, capturing the essence of the coaching session. It's less detailed than the top two but still provides useful information for follow-up.\n\n4. Meet Geek offers some insights and highlights but lacks the depth and structure of the top three. It does provide some useful information but may require more interpretation for effective follow-up.\n\n5. Otter AI provides a general summary of the conversation with some action items, but it's less structured and misses some key coaching elements. It would require more work from the coach to extract relevant follow-up points.\n\n6. TLDV seems to be summarizing a different meeting entirely, focusing on job dissatisfaction rather than the coaching session about time management and joy. It's therefore not useful for following up on this particular coaching session.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 8/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coaches to follow up on their sessions and provide feedback to coachees, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 6 from Sembly AI\n2. Minutes 2 from Fireflies\n3. Minutes 4 from Meet Geek\n4. Minutes 3 from Noota\n5. Minutes 5 from Otter AI\n6. Minutes 1 from TLDV\n\nReasoning:\n\n1. Sembly AI's minutes are the most comprehensive, providing a detailed outline of the session with timestamps, key topics, and specific insights. They capture the progression of the conversation and highlight important themes, making it easy for coaches to review and provide targeted feedback.\n\n2. Fireflies' minutes offer a good balance of overview and specific details. They include action items and a clear structure, which is helpful for follow-up. However, they are slightly less exhaustive than Sembly AI's.\n\n3. Meet Geek's minutes provide a good summary and highlight key topics. They include some useful insights and a breakdown of the conversation flow. However, they lack the specificity of action items found in the top two.\n\n4. Noota's minutes offer a structured format with sections for current work, challenges, and action items. While this is helpful, the content is less specific to the actual coaching conversation and includes some irrelevant information.\n\n5. Otter AI's minutes provide a general overview and some action items, but lack the detail and structure of the higher-ranked options. They are less precise in capturing the specific coaching elements of the conversation.\n\n6. TLDV's minutes are the least relevant and precise for this coaching session. They appear to be from a different conversation entirely, focusing on job dissatisfaction rather than the time management and joy-seeking topics discussed in the actual session.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 9/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the quality and usefulness of the minutes for coaches to follow up on their sessions and give feedback to coachees, I would rank them in the following order from best to worst:\n\n1. Minutes 1 from Noota\n2. Minutes 5 from Sembly AI\n3. Minutes 2 from Fireflies\n4. Minutes 4 from Meet Geek\n5. Minutes 3 from Otter AI\n6. Minutes 6 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, structured, and relevant to the coaching session. They provide a clear overview, detailed action items, and insights into the coachee's challenges and goals. The format is easy to follow and would be highly useful for coach follow-up.\n\n2. Sembly AI's minutes offer a well-structured summary

with a detailed outline of the session. They capture key discussion points and insights, making it easy for the coach to review and follow up on important topics.\n\n3. Fireflies' minutes provide a good overview with timestamps and action items. While not as detailed as the top two, they still offer valuable information for coach follow-up.\n\n4. Meet Geek's minutes have a good structure with topics and highlights, but lack some of the depth and specificity found in the top-ranked minutes.\n\n5. Otter AI's minutes are less structured and more difficult to follow. While they contain relevant information, the format is not as conducive to easy coach follow-up.\n\n6. TLDV's minutes are the least relevant and seem to be about a different meeting altogether. They do not accurately reflect the coaching session discussed in the transcript and would not be useful for coach follow-up in this context.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 10/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Here's my ranking of the AI minutes from best to worst based on their relevance, precision, and exhaustiveness for coaches to follow up on sessions and give feedback to coachees:\n\n1. Noota (minutes 4)\n2. Sembly AI (minutes 6)\n3. Meet Geek (minutes 2)\n4. Fireflies (minutes 3)\n5. Otter AI (minutes 1)\n6. TLDV (minutes 5)\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured overview, with clear sections on work updates, challenges, performance feedback, goals, and action items. It's highly relevant for follow-ups and giving feedback.\n\n2. Sembly AI offers a detailed outline with timestamps, covering key discussion points chronologically. It's precise and exhaustive, making it easy for coaches to review the session flow.\n\n3. Meet Geek provides a good balance of summary and detailed insights, with a focus on key topics and highlights. The AI insights on time management efficiency are a useful addition.\n\n4. Fireflies offers a decent overview with timestamps and action items, but lacks some depth compared to the top choices.\n\n5. Otter AI provides a general summary and some action items, but lacks structure and detail for effective follow-up.\n\n6. TLDV seems to be summarizing a different meeting entirely, making it irrelevant for this specific coaching session.\n\nThe top-ranked minutes provide coaches with comprehensive information to effectively follow up and give feedback to coachees, while the lower-ranked ones lack either relevance, precision, or exhaustiveness needed for this purpose.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 11/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Here's my ranking of the AI minutes from best to worst, based on their relevance, precision, and exhaustiveness for coaches to follow up on sessions and give feedback to coachees:\n\n1. Minutes 5 from Noota\n2. Minutes 6 from TLDV\n3. Minutes 2 from Meet Geek\n4. Minutes 4 from Fireflies\n5. Minutes 3 from Sembly AI\n6. Minutes 1 from Otter AI\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and structured. They provide a clear overview, detailed sections on work updates, challenges, performance feedback, goals, and specific action items. This format is highly useful for coaches to follow up and provide targeted feedback.\n\n2. TLDV's minutes, while shorter, offer a concise summary with clear sections on job dissatisfaction, goals, next steps, and support. The timestamp links are particularly useful for referencing specific parts of the conversation.\n\n3. Meet Geek's minutes provide a good balance of summary and detail, with useful sections on topics, highlights, and AI insights. The time stamps for each topic are helpful for follow-up.\n\n4. Fireflies' minutes offer a

decent overview and action items, but lack some of the depth and structure of the top-ranked minutes.\n\n5. Sembly AI's minutes provide a good outline of the conversation but lack specific action items and next steps, which are crucial for follow-up.\n\n6. Otter AI's minutes, while containing relevant information, are the least structured and most difficult to use for follow-up purposes. They lack clear action items and next steps.\n\nThe top-ranked minutes provide the most comprehensive and structured information, making it easier for coaches to follow up on sessions and provide targeted feedback to coachees.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 12/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the quality, relevance, precision, and exhaustiveness of the minutes for coaching follow-up purposes, I would rank them from best to worst as follows:\n\n1. Minutes 6 from Noota\n2. Minutes 2 from Fireflies\n3. Minutes 3 from Sembly AI\n4. Minutes 1 from Otter AI\n5. Minutes 5 from Meet Geek\n6. Minutes 4 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear overview, detailed sections on work updates, challenges, performance feedback, goals, and specific action items. This format is ideal for coach follow-up and feedback.\n\n2. Fireflies' minutes offer a good balance of overview, notes, and action items. The time-stamped format allows for easy reference, and the action items are clearly defined.\n\n3. Sembly AI's minutes provide a detailed outline with timestamps, making it easy to navigate the session. While not as structured as the top two, it still offers valuable insights for follow-up.\n\n4. Otter AI's minutes contain relevant information but are less structured. The action items and outline are helpful, but the format is not as conducive to easy follow-up as the top-ranked options.\n\n5. Meet Geek's minutes offer a summary and some insights but lack the detailed structure and specific action items that would be most useful for coaching follow-up.\n\n6. TLDV's minutes are the least relevant and comprehensive for this particular coaching session. They seem to be addressing a different meeting altogether, focusing on job dissatisfaction rather than the time management and joy-seeking topics discussed in the actual session.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 13/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 5 from Meet Geek\n2. Minutes 1 from Fireflies\n3. Minutes 2 from Sembly AI\n4. Minutes 6 from Noota\n5. Minutes 3 from Otter AI\n6. Minutes 4 from TLDV\n\nExplanation:\n\n1. Meet Geek's minutes are the most comprehensive and well-structured. They provide a clear summary, AI insights on time management, and detailed breakdowns of topics with timestamps. The format is easy to follow and includes specific insights and innovations discussed, making it highly relevant for coach follow-up.\n\n2. Fireflies' minutes offer a good balance of overview and specific notes. They include clear action items and a timeline of the conversation, which is helpful for coach follow-up. The format is concise yet informative.\n\n3. Sembly AI's minutes provide a detailed outline with timestamps and a good summary. While not as structured as the top two, it still offers valuable information for coach follow-up.\n\n4. Noota's minutes are comprehensive but less focused on the coaching aspect. They follow a more traditional meeting minutes format, which might be less ideal for coaching follow-up but still contain relevant information.\n\n5. Otter AI's minutes are less structured and more difficult to follow. While they

contain relevant information, the format and lack of clear action items make it less useful for coach follow-up.\n\n6. TLDV's minutes are the least relevant and precise for this coaching session. They seem to be about a different meeting entirely, focusing on job dissatisfaction rather than the time management and joy-seeking topics discussed in the actual session.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 14/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coaches to follow up on their sessions and provide feedback to coachees, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 1 from Sembly AI\n2. Minutes 2 from Fireflies\n3. Minutes 3 from Meet Geek\n4. Minutes 5 from Otter AI\n5. Minutes 6 from Noota\n6. Minutes 4 from TLDV\n\nReasoning:\n\n1. Sembly AI provides the most comprehensive and well-structured summary. It offers a clear outline with timestamps, captures key discussion points, and highlights the coachee's insights and commitments. This format allows for easy follow-up and feedback.\n\n2. Fireflies offers a good balance of overview and detailed notes. It includes action items and provides context for the coach to follow up. The format is clear and user-friendly.\n\n3. Meet Geek provides a good summary with AI insights on time management efficiency. It captures key topics and highlights, which can be useful for follow-up discussions.\n\n4. Otter AI offers a decent overview of the conversation with some action items. However, it lacks the structure and precision of the top-ranked minutes.\n\n5. Noota provides a structured format but seems to include information not directly related to the coaching session (e.g., performance feedback, metrics). While comprehensive, it's less focused on the specific coaching conversation.\n\n6. TLDV's minutes are the least relevant and precise for this coaching session. They appear to be about a different meeting entirely, focusing on job dissatisfaction rather than the time management and joy-seeking topics discussed in the actual session.\n\nThe top-ranked minutes provide the most useful information for coaches to follow up effectively and offer targeted feedback to their coachees.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 15/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text='Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 5 from Sembly AI\n2. Minutes 1 from Meet Geek\n3. Minutes 4 from Noota\n4. Minutes 2 from Otter AI\n5. Minutes 6 from Fireflies\n6. Minutes 3 from TLDV\n\nReasoning:\n\n1. Sembly AI minutes provide a comprehensive summary, detailed outline, and capture key discussion points and insights chronologically. This allows for easy follow-up on specific topics and provides context for feedback.\n\n2. Meet Geek minutes offer a good balance of summary and detailed insights, including AI-generated scores and topic highlights. This structure helps coaches quickly identify areas for follow-up and feedback.\n\n3. Noota minutes present a structured format with clear sections for work updates, challenges, feedback, and action items. While not as detailed as the top two, it provides a solid foundation for coach follow-up.\n\n4. Otter AI minutes capture main discussion points and action items but lack the structure and detail of higher-ranked options. It still provides useful information for follow-up but may require more effort to extract key points.\n\n5. Fireflies minutes offer an overview and some detailed notes but are less comprehensive and structured compared to higher-ranked options. The action items section is

helpful but limited.\n\n6. TLDV minutes appear to be from a different meeting entirely, focusing on job dissatisfaction rather than the coaching session discussed. This makes it the least relevant and useful for follow-up on this particular coaching session.\n\nThe top-ranked minutes provide the most comprehensive and structured information, allowing coaches to easily identify key discussion points, track progress, and provide targeted feedback in future sessions.', type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 16/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback to coachees, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 1 from Noota\n2. Minutes 4 from Sembly AI\n3. Minutes 3 from Fireflies\n4. Minutes 6 from Meet Geek\n5. Minutes 5 from Otter AI\n6. Minutes 2 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, providing a clear structure with sections on work updates, challenges, performance feedback, goals, and action items. It offers specific, actionable insights that a coach can easily use for follow-up.\n\n2. Sembly AI's minutes provide a good balance of summary and detailed outline, capturing key points of the conversation with timestamps. It's well-structured and offers insights into the coachee's challenges and proposed solutions.\n\n3. Fireflies' minutes offer a concise overview with key points and action items. While not as detailed as Noota's, it still provides useful information for coach follow-up.\n\n4. Meet Geek's minutes provide a good summary and highlight key topics, but lack some of the specificity found in the top-ranked minutes. The AI insights on time management efficiency are a unique addition.\n\n5. Otter AI's minutes capture the general flow of the conversation but lack structure and specific action items, making it less useful for coach follow-up.\n\n6. TLDV's minutes are the least relevant and precise, as they seem to be about a different meeting entirely, focusing on job dissatisfaction rather than the coaching session on time management and joy.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 17/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 5 from Noota\n2. Minutes 4 from Sembly AI\n3. Minutes 1 from Meet Geek\n4. Minutes 6 from Fireflies\n5. Minutes 2 from Otter AI\n6. Minutes 3 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a detailed overview of the session, including current work updates, challenges, performance feedback, goals, and specific action items. This format is highly relevant for coach follow-up and provides precise information for feedback.\n\n2. Sembly AI's minutes offer a good balance of summary and detailed outline. The timestamped outline allows for easy reference to specific parts of the conversation, which is helpful for precise feedback.\n\n3. Meet Geek's minutes provide a good summary and highlight key topics with timestamps. The inclusion of AI insights on time management efficiency adds value for coach feedback.\n\n4. Fireflies' minutes offer a decent overview and some action items, but lack the depth and structure of the top-ranked minutes. They are still useful for basic follow-up but may require additional information.\n\n5. Otter AI's minutes provide some relevant information but are less structured and precise compared to the higher-ranked options. The action items are not clearly defined, making follow-up more challenging.\n\n6. TLDV's minutes

are the least relevant and exhaustive. They seem to be about a different meeting entirely, focusing on job dissatisfaction rather than the coaching session on time management and joy. This makes them unsuitable for follow-up on the actual session.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 18/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 1 from Sembly AI\n2. Minutes 4 from Noota\n3. Minutes 2 from Meet Geek\n4. Minutes 6 from Fireflies\n5. Minutes 5 from Otter AI\n6. Minutes 3 from TLDV\n\nReasoning:\n\n1. Sembly AI provides the most comprehensive and well-structured summary. It offers a detailed outline with timestamps, key topics, and specific insights that would be highly valuable for coach follow-up. The summary captures the essence of the coaching session, including the client's challenges, exploration of feelings, and actionable steps.\n\n2. Noota's minutes are very detailed and well-organized, with clear sections for current work updates, challenges, performance feedback, and action items. This structure makes it easy for a coach to follow up on specific areas and provide targeted feedback.\n\n3. Meet Geek offers a good balance of summary and detailed insights, with a focus on time management efficiency and key topics discussed. The AI insights provide an additional layer of analysis that could be useful for coaching feedback.\n\n4. Fireflies provides a concise overview and notes section with timestamps, which is helpful for quick reference. The action items are clearly stated, though less detailed than some of the higher-ranked options.\n\n5. Otter AI's minutes are less structured but still capture key points of the conversation. The action items section is present but not as well-defined as in the higher-ranked options.\n\n6. TLDV's minutes are the least relevant and exhaustive for this particular coaching session. They seem to be focused on a different meeting about job dissatisfaction, which doesn't align with the actual content of the coaching session discussed.\n\nThe top-ranked options provide the most comprehensive and structured information, allowing coaches to easily review the session, identify key areas for follow-up, and provide targeted feedback to their coachees.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 19/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text='Based on the criteria of relevance, precision, and exhaustiveness for coach follow-up and feedback, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 4 from Sembly AI\n2. Minutes 1 from Meet Geek\n3. Minutes 3 from Noota\n4. Minutes 2 from Otter AI\n5. Minutes 6 from Fireflies\n6. Minutes 5 from TLDV\n\nReasoning:\n\n1. Sembly AI provides the most comprehensive and well-structured overview. It offers a detailed summary, a clear outline with timestamps, and captures the key points of the coaching session effectively. This allows for easy follow-up and targeted feedback.\n\n2. Meet Geek offers a good balance of summary and detailed insights. It provides a clear meeting summary, AI insights, and breaks down the discussion into relevant topics with timestamps. This format is helpful for coach follow-up.\n\n3. Noota presents a structured report with sections on work updates, challenges, performance feedback, and action items. While not as detailed as the top two, it still provides a solid foundation for follow-up.\n\n4. Otter AI gives a decent overview of the conversation and includes action items. However, it lacks the structure and detail of the top-ranked minutes.\n\n5. Fireflies provides an overview and some notes but is less comprehensive than the higher-ranked

options. The action items are limited.\n\n6. TLDV seems to be summarizing a different meeting entirely, focusing on job dissatisfaction rather than the coaching session about time management and joy. This makes it the least relevant for follow-up on this particular coaching session.\n\nThe top-ranked minutes provide the most comprehensive and structured information, allowing coaches to easily review the session, identify key points, and provide targeted feedback to their coachees.', type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

-- Run 20/20 --- Claude-3-5-sonnet Output: [TextBlock(text=Based on the provided minutes, I will rank them objectively from best to worst in terms of relevance, precision, and exhaustiveness for a coach to follow up on their sessions and give feedback to their coachees:\n\nNoota\nRelevance: High\nPrecision: High\nExhaustiveness: High\n\nThis set of minutes provides a comprehensive overview of the coaching session, including current work updates, challenges, performance feedback, development goals, and specific action items. It follows a structured format that allows for easy follow-up and feedback. The content is highly relevant to the coaching context and precise in capturing the key points of the session.\n\nFireflies AI\nRelevance: High\nPrecision: High\nExhaustiveness: Medium-High\n\nThese minutes offer a clear overview and detailed notes with timestamps, making it easy for the coach to reference specific parts of the conversation. The action items are clearly stated, which is helpful for follow-up. While not as exhaustive as Noota's minutes, it still provides a good balance of detail and structure.\n\nSembly AI\nRelevance: High\nPrecision: Medium-High\nExhaustiveness: Medium\n\nSembly AI provides a good summary and outline of the coaching session with timestamps. It captures the main themes and progression of the conversation. However, it lacks specific action items, which could make follow-up more challenging for the coach.\n\nMeetGeek\nRelevance: Medium-High\nPrecision: Medium\nExhaustiveness: Medium\n\nMeetGeek offers a decent summary and breakdown of topics with timestamps. The AI insights on time management efficiency are unique. However, the content is less structured for easy follow-up, and it lacks specific action items.\n\nTLDV\nRelevance: Low\nPrecision: Low\nExhaustiveness: Low\n\nThese minutes seem to be unrelated to the coaching session described in the transcript. The content appears to be about job dissatisfaction and career goals, which were not the focus of the actual coaching session. This makes it the least useful for follow-up on this particular coaching session.\n\nOtter AI\nRelevance: Medium\nPrecision: Low\nExhaustiveness: Low\n\nOtter AI provides a general overview of the conversation themes but lacks specific details and structure. The action items section is empty, and the outline is vague, making it difficult for a coach to use for follow-up or feedback purposes', type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

Annual General Meeting Minutes AI Assessments

-- Run 1/20 --- Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes in the following order from best to worst:\n\n1. Noota\n2. Sembly AI\n3. MeetGeek\n4. TLDV\n5. Otter AI \n6. Fireflies\n\nReasoning:\n\n1. Noota provides the most comprehensive, structured and detailed minutes. It clearly outlines all key discussions, decisions, action items, and governance changes in a format that is easy for shareholders and board members to review and act upon. The level of detail on financial performance, board activities, and resolutions is excellent.\n\n2. Sembly AI offers a good balance of highlights, key updates, and future projections. It captures the main points well and provides a clear overview of the meeting's outcomes and future direction. The format with emojis makes it visually appealing and easy to scan.\n\n3. MeetGeek provides a solid summary with clear next steps and AI-generated insights. While not as comprehensive as Noota, it offers unique perspectives through its AI analysis of meeting effectiveness and sentiment.\n\n4. TLDV gives a chronological breakdown of the meeting with timestamps, which can be useful. However, it lacks the structured format and clear action items of the top-ranked minutes.\n\n5. Otter AI provides a decent outline of topics discussed but lacks the depth and structure of the higher-ranked minutes. The action items are limited and not as clearly defined.\n\n6. Fireflies, while capturing some key points, is the least comprehensive and structured of the options. It doesn't provide clear action items or next steps for shareholders and board members.\n\nThe top-ranked minutes (Noota and Sembly AI) do the best job of updating shareholders on the company situation and orienting board members on next steps through their comprehensive coverage, clear structure, and emphasis on decisions and future actions.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 2/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the quality of the AI minutes from best to worst as follows:\n\n1. Noota\n2. MeetGeek\n3. Fireflies\n4. Otter AI\n5. Sembly AI\n6. TLDV\n\nReasoning:\n\n1. Noota provides the most comprehensive, well-structured, and detailed minutes. It covers all key aspects of the meeting in a logical format, including specific agenda items, financial reports, committee reports, resolutions, and governance changes. The level of detail and organization makes it easy for shareholders and board members to get a clear picture of the company's situation and next steps.\n\n2. MeetGeek offers a good summary with clear sections on meeting highlights, next steps, and AI insights. While not as detailed as Noota, it provides a solid overview of key points and actions.\n\n3. Fireflies provides a thorough summary with key highlights, decisions made, and action items. It's well-organized but lacks some of the depth found in Noota and MeetGeek.\n\n4. Otter AI gives a decent outline of the meeting with some key points and action items, but lacks the structure and comprehensiveness of the top three.\n\n5. Sembly AI offers highlights and key updates in an easy-to-read format, but misses some of the specific details and structured reporting found in the higher-ranked minutes.\n\n6. TLDV provides timestamped notes but lacks the coherent structure and comprehensive coverage needed for a full understanding of the meeting outcomes and next steps.\n\nOverall, Noota stands out for its exhaustive coverage and clear structure, making it the most useful for shareholders and board members to understand the company's situation and future direction.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 3/20 ---

Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the AI minutes in the following order from best to worst:\n\n1. Noota\n2. Fireflies\n3. MeetGeek \n4. Sembly AI\n5. TLDV\n6. Otter AI\n\nReasoning:\n\n1. Noota provides the most comprehensive, structured, and detailed minutes. It covers all key aspects of the meeting including financial reports, committee reports, resolutions, and governance changes. The format is very clear and easy to follow.\n\n2. Fireflies offers a good balance of detail and conciseness. It captures the main points well and provides a clear summary and list of action items.\n\n3. MeetGeek provides a good overview with some useful AI insights. However, it lacks some of the detail and structure of the top two.\n\n4. Sembly AI gives a decent high-level summary but misses some important details and lacks the structure of the higher ranked minutes.\n\n5. TLDV provides timestamps which can be useful, but the overall structure and level of detail is not as strong as the others.\n\n6. Otter AI's minutes are less structured and miss some key information compared to the others.\n\nThe top-ranked minutes do the best job of updating shareholders on the company situation and providing clear next steps for board members, which were the key criteria specified. Noota in particular excels at providing a comprehensive yet well-organized account of the meeting.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 4/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on the provided summaries, I would rank the minutes in the following order from best to worst in terms of relevance, precision, and exhaustiveness for updating shareholders and orienting board members:\n\n1. Noota\n2. Sembly AI\n3. MeetGeek\n4. Fireflies\n5. Otter AI\n6. TLDV\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured summary, with clear sections on attendance, financial reports, committee reports, election of board members, and resolutions. It offers precise details on voting results, financial figures, and next steps, making it highly relevant for both shareholders and board members.\n\n2. Sembly AI offers a well-organized summary with highlights, key updates, and future projections. It provides good context on the company's performance, challenges, and strategic direction. While not as exhaustive as Noota, it still offers valuable insights for shareholders and board members.\n\n3. MeetGeek provides a good overview of the meeting with clear next steps and AI insights. Its structure helps in quick understanding of key points discussed. However, it lacks some of the detailed financial information and voting results provided by Noota and Sembly AI.\n\n4. Fireflies offers a comprehensive summary of the meeting, including key highlights, decisions made, and action items. However, it lacks the structured format of Noota and Sembly AI, making it slightly less easy to navigate for specific information.\n\n5. Otter AI provides a decent summary with some action items and an outline of topics discussed. However, it lacks the depth and structure of the higher-ranked summaries, making it less useful for comprehensive updates.\n\n6. TLDV offers timestamped highlights of the meeting but lacks the comprehensive overview and detailed information provided by the other summaries. It's the least useful for providing a thorough update to shareholders or orienting board members on next steps.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 5/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes in the following order from best to worst:\n\n1. Minutes 1 from Noota\n2. Minutes 4 from Fireflies \n3. Minutes 2 from MeetGeek\n4. Minutes 5 from Sembly AI\n5. Minutes 6 from TLDV\n6. Minutes 3 from Otter AI\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, detailed and

well-structured. They provide an excellent overview of the meeting proceedings, key discussions, decisions made, and action items. The format is very clear and easy to follow, making it highly useful for shareholders and board members.\n\n2. Fireflies' minutes offer a good summary of the key points discussed, decisions made, and action items. While not as detailed as Noota's, they still provide a solid overview that would be valuable for shareholders and board members.\n\n3. MeetGeek's minutes provide a good summary and some useful AI insights. However, they lack the level of detail and structure found in the top two.\n\n4. Sembly AI's minutes offer some good highlights and key updates but are less comprehensive than the top three.\n\n5. TLDV's minutes provide a timeline of the meeting with some key points, but lack the depth and structure of the higher-ranked minutes.\n\n6. Otter AI's minutes, while containing some useful information, are the least structured and comprehensive of the set.\n\nThe top-ranked minutes do the best job of updating shareholders on the company situation and providing clear guidance for board members on next steps. They offer the most relevant, precise, and exhaustive coverage of the meeting proceedings.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 6/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on the provided summaries, I would rank the minutes in the following order from best to worst in terms of relevance, precision, and exhaustiveness for updating shareholders and orienting board members:\n\n1. Noota (minutes 6)\n2. Fireflies (minutes 3)\n3. Sembly AI (minutes 2)\n4. MeetGeek (minutes 5)\n5. Otter AI (minutes 4)\n6. TLDV (minutes 1)\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured summary, with clear sections covering all key aspects of the meeting. It includes detailed financial information, committee reports, board elections, and resolutions passed. The format is highly suitable for both shareholders and board members to quickly grasp the essential information and next steps.\n\n2. Fireflies offers a well-organized summary with key highlights, decisions made, and action items clearly identified. It provides a good balance of financial information and strategic discussions, making it valuable for both shareholders and board members.\n\n3. Sembly AI presents a good overview with highlights, key updates, and future projections. While not as detailed as Noota or Fireflies, it still provides relevant information for shareholders and board members in an easily digestible format.\n\n4. MeetGeek offers a concise summary with some next steps and AI insights. However, it lacks the depth and structure of the top-ranked summaries, making it less comprehensive for shareholders and board members.\n\n5. Otter AI provides a reasonable overview but lacks clear structure and actionable items. The information is less organized, making it harder for shareholders and board members to extract key points quickly.\n\n6. TLDV, while providing timestamps and some key points, lacks the depth and organization needed for a comprehensive understanding of the meeting. It's the least useful for shareholders and board members seeking a thorough update on the company's situation and future direction.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 7/20 —
Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the quality of the AI minutes from best to worst as follows:\n\n1. Noota\n2. TLDV\n3. Fireflies\n4. MeetGeek \n5. Otter AI\n6. Sembly AI\n\nReasoning:\n\n1. Noota provides the most comprehensive, structured, and detailed minutes. It clearly outlines all key sections of the meeting, including financial reports, committee reports, resolutions passed, and governance changes. The level of detail and organization makes it easy for shareholders and board members to get a complete picture of the

meeting outcomes and next steps.\n\n2. TLDV offers a well-structured summary with timestamps, making it easy to navigate key points. It captures essential discussions and decisions, though with less detail than Noota.\n\n3. Fireflies provides a good overview of the meeting with clear sections on key highlights, decisions made, and action items. However, it lacks some of the depth and structure found in Noota and TLDV.\n\n4. MeetGeek offers a concise summary with some useful AI insights, but lacks the comprehensive coverage and clear structure of the top-ranked minutes.\n\n5. Otter AI provides some relevant information but in a less organized format. The outline and action items are helpful, but overall it's less comprehensive than the higher-ranked options.\n\n6. Sembly AI offers some highlights and key updates, but lacks the detailed structure and comprehensive coverage needed for a thorough understanding of the meeting outcomes and next steps.\n\nThe top-ranked minutes (especially Noota and TLDV) provide the most value in terms of updating shareholders on the company situation and orienting board members on next steps, due to their comprehensive coverage, clear structure, and level of detail.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 8/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on the provided summaries, I would rank the minutes in the following order from best to worst:\n\n1. Noota\n2. MeetGeek\n3. Sembly AI\n4. Otter AI\n5. Fireflies\n6. TLDV\n\nReasoning:\n\n1. Noota provides the most comprehensive, structured, and detailed minutes. It covers all key aspects of the meeting, including financial reports, committee reports, board elections, and resolutions. It also clearly outlines decisions made and next steps, making it highly relevant for shareholders and board members.\n\n2. MeetGeek offers a well-structured summary with clear sections for highlights, key updates, Q&A, and future projections. It provides good context and insights, though not as detailed as Noota.\n\n3. Sembly AI presents a good overview with highlights, key updates, and future projections. It's less structured than Noota and MeetGeek but still provides valuable information for shareholders and board members.\n\n4. Otter AI offers a decent summary with some key points and action items, but lacks the structure and depth of the top three.\n\n5. Fireflies provides a summary of key points but lacks the detailed structure and comprehensive coverage of the top-ranked minutes.\n\n6. TLDV offers the least comprehensive summary, focusing mainly on timestamps and brief notes rather than providing a cohesive overview of the meeting's content and outcomes.\n\nOverall, Noota's minutes stand out as the most useful for shareholders to be updated on the company situation and for board members to be oriented on next steps, due to its comprehensive coverage, clear structure, and detailed reporting of decisions and actions.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 9/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes in the following order from best to worst in terms of how well they update shareholders on the company situation and orient board members on next steps:\n\n1. Minutes 1 from Noota\n2. Minutes 5 from Sembly AI \n3. Minutes 6 from TLDV\n4. Minutes 4 from Fireflies\n5. Minutes 2 from Otter AI\n6. Minutes 3 from MeetGeek\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, structured, and actionable. They provide a detailed overview of the meeting proceedings, financial reports, committee activities, and key decisions made. The format clearly outlines next steps and responsibilities, which is crucial for board members.\n\n2. Sembly AI's minutes offer a good balance of highlights, key updates, and future projections. The structure

makes it easy to grasp the main points quickly while still providing sufficient detail.\n\n3. TLDV's minutes provide a chronological summary with timestamps, making it easy to reference specific parts of the meeting. They cover most key topics but lack some of the depth and actionable items found in the top two.\n\n4. Fireflies' minutes offer a good summary of the meeting and list some decisions and action items. However, they are less structured and don't provide as clear guidance for next steps as the top-ranked minutes.\n\n5. Otter AI's minutes provide a decent overview but lack structure and clear action items. They are more of a narrative summary than a structured report.\n\n6. MeetGeek's minutes, while offering some insights, are the least comprehensive and structured. They don't provide clear next steps or decisions made, which limits their usefulness for shareholders and board members.\n\nOverall, Noota's minutes stand out as the most effective in updating shareholders and guiding board members on next steps due to their comprehensive coverage, clear structure, and explicit action items.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 10/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes in the following order from best to worst:\n\n1. Noota\n2. MeetGeek\n3. Fireflies \n4. TLDV\n5. Otter AI\n6. Sembly AI\n\nReasoning:\n\n1. Noota provides the most comprehensive, structured and detailed minutes. It clearly outlines all key discussions, decisions, action items and responsibilities in a very organized format. The level of detail and precision is excellent for shareholders and board members to get a complete picture.\n\n2. MeetGeek offers a good summary with clear next steps and AI insights. While not as exhaustive as Noota, it provides a solid overview with some unique elements like sentiment analysis.\n\n3. Fireflies gives a thorough summary of key points discussed and decisions made. It's well-structured but lacks some of the granular details found in Noota.\n\n4. TLDV provides a decent chronological summary of the meeting with timestamps, but is less organized in terms of decisions and action items compared to the top 3.\n\n5. Otter AI gives a reasonable outline of main topics but lacks the structure and detail of the higher ranked options. It's less precise in capturing specific decisions and next steps.\n\n6. Sembly AI offers some highlights but is the least comprehensive and precise. It misses many key details and decisions that would be important for shareholders and board members.\n\nThe top-ranked options (especially Noota) provide the most relevant, precise and exhaustive information to keep shareholders updated and guide board members on next steps. The lower-ranked options, while capturing some key points, lack the depth and structure needed for a comprehensive understanding of the meeting outcomes.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 11/20 ---
Claude-3-5-sonnet Output: [TextBlock(text='Based on my analysis, I would rank the minutes in the following order from best to worst in terms of how well they update shareholders on the company situation and orient board members on next steps:\n\n1. Minutes from Noota\n2. Minutes from MeetGeek \n3. Minutes from Sembly AI\n4. Minutes from Fireflies\n5. Minutes from TLDV\n6. Minutes from Otter AI\n\nReasoning:\n\n1. Noota\'s minutes are the most comprehensive, detailed and well-structured. They provide an excellent overview of all key aspects of the meeting, including financial results, board activities, governance changes, and future plans. The format with clear sections like "Chairperson\'s Report", "Financial Report", "Committee Reports" etc. makes it easy to find specific information. The "Next Steps" section is particularly useful for orienting board members.\n\n2. MeetGeek\'s minutes offer a good balance of summary and detail. The "Topics & Highlights" section provides a quick overview,

while the "Next Steps" section clearly outlines future actions. The "AI Insights" add an interesting analytical layer, though they may not be essential for all readers.\n\n3. Sembly AI\'s minutes have a nice structure with highlights, key updates, and future projections clearly separated. The information is concise yet comprehensive. However, they lack some of the detail found in the top two.\n\n4. Fireflies\' minutes provide a good summary and highlight key decisions and action items. However, they are less comprehensive than the top three and the structure is not as clear.\n\n5. TLDV\'s minutes offer some good insights and timestamps, but the structure is less clear and the coverage less comprehensive than the top options. The lack of a clear "next steps" or action items section is a notable omission.\n\n6. Otter AI\'s minutes, while containing relevant information, are the least structured and hardest to navigate. The outline format makes it difficult to quickly grasp the key points and next steps.\n\nAll minutes contain valuable information, but the top-ranked ones do a better job of organizing and presenting the information in a way that is most useful for shareholders and board members.', type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 12/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes in the following order from best to worst:\n\n1. Minutes 1 from Noota\n2. Minutes 2 from Sembly AI \n3. Minutes 6 from MeetGeek\n4. Minutes 4 from Fireflies\n5. Minutes 3 from TLDV\n6. Minutes 5 from Otter AI\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, structured, and actionable. They provide an excellent overview of the meeting proceedings, key decisions, financial details, and clear action items. The format is highly organized and easy to follow.\n\n2. Sembly AI's minutes offer a good balance of highlights, key updates, and future projections. They capture the essence of the meeting well and provide useful categorization of information.\n\n3. MeetGeek's minutes provide a solid summary with next steps and AI insights. While not as comprehensive as Noota's, they offer unique perspectives through AI-generated metrics.\n\n4. Fireflies' minutes give a thorough summary but lack the clear structure and action items of the top-ranked minutes. However, they do provide good detail on the meeting's content.\n\n5. TLDV's minutes offer a chronological breakdown of the meeting but lack the synthesis and clear takeaways of higher-ranked options. They are more of a timeline than strategic minutes.\n\n6. Otter AI's minutes, while covering key points, are the least structured and actionable. They provide less clarity on decisions made and next steps compared to the other options.\n\nThe top-ranked minutes (Noota and Sembly AI) would best help shareholders understand the company's situation and guide board members on next steps due to their comprehensive coverage, clear structure, and actionable format.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 13/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes in the following order from best to worst:\n\n1. Noota (minutes 6)\n2. MeetGeek (minutes 4)\n3. Sembly AI (minutes 2) \n4. TLDV (minutes 3)\n5. Fireflies (minutes 1)\n6. Otter AI (minutes 5)\n\nHere's my rationale:\n\n1. Noota provides the most comprehensive, structured and detailed minutes. It covers all key aspects of the meeting in an organized format, including financial reports, committee reports, election results, and resolutions passed. It also clearly outlines next steps and action items.\n\n2. MeetGeek offers a good balance of summary, key points, and next steps. Its AI insights provide additional value in assessing meeting effectiveness. However, it's not as exhaustive as Noota.\n\n3. Sembly AI provides a solid

overview with highlights, key updates, and future projections. The format is easy to read but lacks some of the detail and structure of the top two.\n\n4. TLDV offers a chronological summary with timestamps, which can be useful. However, it's less organized thematically and doesn't clearly highlight decisions or next steps.\n\n5. Fireflies provides a decent summary but lacks the structure and detail of the higher-ranked minutes. It does include some key decisions and action items, but they're not as clearly presented.\n\n6. Otter AI's minutes are the least structured and hardest to follow. While it covers many topics, the lack of clear organization and highlighting of key decisions/next steps makes it less useful for shareholders and board members.\n\nThe top-ranked minutes (Noota and MeetGeek) would be most effective in updating shareholders on the company situation and orienting board members on next steps due to their comprehensive coverage, clear structure, and explicit outlining of decisions and action items.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 14/20 ---
Claude-3-5-sonnet Output: [TextBlock(text='Based on my analysis, I would rank the minutes in the following order from best to worst:\n\n1. Noota (minutes 6)\n2. Fireflies (minutes 2) \n3. MeetGeek (minutes 3)\n4. Sembly AI (minutes 4)\n5. TLDV (minutes 1)\n6. Otter AI (minutes 5)\n\nReasoning:\n\n1. Noota provides the most comprehensive, structured and detailed minutes. It covers all key aspects of the meeting in an organized format, including financial reports, committee reports, resolutions passed, and governance changes. It provides the most actionable information for shareholders and board members.\n\n2. Fireflies offers a well-structured summary with clear sections on key highlights, decisions made, and action items. While not as detailed as Noota, it provides good coverage of the main points.\n\n3. MeetGeek provides a good overview with some unique elements like AI insights and engagement metrics. However, it lacks some of the detail and structure of the top two.\n\n4. Sembly AI offers a decent summary with highlights and key updates, but is less comprehensive than the top three.\n\n5. TLDV provides some useful timestamps and summaries, but lacks the depth and organization of the higher ranked minutes.\n\n6. Otter AI offers some relevant information but in a less structured format that makes it harder to extract key points and next steps.\n\nThe top-ranked minutes provide the most comprehensive information to update shareholders and guide board members on next steps, while the lower-ranked ones lack either the detail or structure to be as effective for these purposes.', type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 15/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes in the following order from best to worst:\n\n1. Noota\n2. MeetGeek\n3. Sembly AI\n4. TLDV\n5. Otter AI\n6. Fireflies\n\nReasoning:\n\n1. Noota provides the most comprehensive, detailed and well-structured minutes. It covers all key aspects of the meeting in depth, including financial reports, committee reports, resolutions, and governance changes. The format is very clear and easy to follow, with specific sections for each major topic. It also includes important details like attendance and voting results.\n\n2. MeetGeek offers a good balance of summary and detail. It provides a clear overview of the meeting's key points, next steps, and AI-generated insights. The structure is logical and easy to follow. However, it lacks some of the specific details found in Noota's minutes.\n\n3. Sembly AI provides a good high-level summary with key highlights, updates, and future projections. The format is easy to read with emoji headers. However, it lacks the depth and specificity of Noota and MeetGeek.\n\n4. TLDV offers a timestamped summary of

the meeting, which can be useful for referencing specific parts of the discussion. However, the information is less organized and comprehensive compared to the top three.\n\n5. Otter AI provides a decent outline of the meeting's main topics but lacks the detail and structure of the higher-ranked minutes. The action items are helpful but limited.\n\n6. Fireflies offers a summary and some key points but is less comprehensive and structured compared to the others. The information is not as clearly organized or as detailed.\n\nOverall, Noota's minutes provide the most comprehensive and useful record for shareholders and board members, offering the best balance of detail, structure, and clarity.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 16/20 ---

Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes in the following order from best to worst in terms of how well they update shareholders on the company situation and orient board members on next steps:\n\n1. Minutes from Noota\n2. Minutes from Sembly AI \n3. Minutes from MeetGeek\n4. Minutes from Fireflies\n5. Minutes from TLDV\n6. Minutes from Otter AI\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive, well-structured, and actionable. They provide a detailed overview of the meeting proceedings, financial results, board activities, and key decisions made. The format clearly outlines next steps and responsibilities.\n\n2. Sembly AI's minutes offer a good balance of highlights, key updates, and future projections. The interactive Q&A section adds value for shareholders. While not as detailed as Noota's, they provide a solid overview.\n\n3. MeetGeek's minutes have a good structure with clear sections on meeting summary, next steps, and AI insights. The topics and highlights section is informative. However, they lack some of the detail and actionability of the top two.\n\n4. Fireflies' minutes provide a decent summary of key points and decisions made, but lack the clear structure and actionability of the top-ranked minutes. \n\n5. TLDV's minutes are timestamped and cover main topics, but lack depth in analysis and clear next steps. The format is not as conducive to quick understanding for shareholders or board members.\n\n6. Otter AI's minutes have some relevant information but are the least structured and actionable. They read more like rough notes than a formal meeting summary.\n\nThe top-ranked minutes do the best job of concisely summarizing the key information shareholders need while also clearly outlining action items and next steps for board members. The lower-ranked options lack either the comprehensiveness or clear structure to be as effective.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 17/20 ---

Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes in the following order from best to worst:\n\n1. Noota\n2. MeetGeek\n3. Sembly AI\n4. TLDV\n5. Otter AI \n6. Fireflies\n\nReasoning:\n\n1. Noota provides the most comprehensive, structured and detailed minutes. It clearly outlines all key discussions, decisions, action items, and governance changes in a very organized format. The level of detail and precision is excellent for updating shareholders and orienting board members.\n\n2. MeetGeek offers a good summary with clear next steps, AI insights, and topic highlights. While not as exhaustive as Noota, it provides a solid overview with some unique analytical elements.\n\n3. Sembly AI gives a good high-level summary with key highlights, updates, Q&A notes, and future projections. It's concise but captures important points for shareholders.\n\n4. TLDV provides a decent chronological

summary of the meeting with timestamps, but lacks the structured format and clear action items of the top options.\n\n5. Otter AI offers some relevant points but in a less organized manner. The outline format helps, but it's not as comprehensive or precise as the top options.\n\n6. Fireflies provides a basic summary but lacks the depth, structure and precision of the other options. It doesn't clearly delineate decisions made or next steps.\n\nNoota stands out for its exceptional detail, clear structure, and comprehensive coverage of all key aspects shareholders and board members would need to know. Its format makes it easy to quickly find relevant information on financials, governance, decisions, and action items.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 18/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes from best to worst as follows:\n\n1. Noota (minutes 3)\n2. MeetGeek (minutes 4)\n3. Sembly AI (minutes 2)\n4. TLDV (minutes 6) \n5. Otter AI (minutes 5)\n6. Fireflies (minutes 1)\n\nReasoning:\n\n1. Noota provides the most comprehensive, structured, and detailed minutes. It includes a clear agenda, attendance details, financial reports, committee reports, election results, and decisions made. The format is highly organized and easy to follow, making it ideal for shareholders and board members to get a complete picture.\n\n2. MeetGeek offers a good balance of summary and detail. It highlights key topics, next steps, and provides AI insights. The structure is clear and it captures important points for shareholders and board members.\n\n3. Sembly AI provides a good overview with highlights, key updates, and future projections. While not as detailed as Noota, it offers a concise summary that covers most important points.\n\n4. TLDV offers a chronological summary with timestamps, which can be useful. However, it lacks the depth and structure of the top-ranked minutes.\n\n5. Otter AI provides a decent summary and action items, but the structure is less clear and it misses some key details compared to the higher-ranked minutes.\n\n6. Fireflies, while providing some useful information, lacks the depth, structure, and comprehensiveness of the other minutes. It misses key financial details and board decisions that would be crucial for shareholders and board members.\n\nThe top-ranked minutes (Noota and MeetGeek) provide the most comprehensive and well-structured information that would be most useful for shareholders to understand the company's situation and for board members to be oriented on next steps.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 19/20 ---
Claude-3-5-sonnet Output: [TextBlock(text="Based on my analysis, I would rank the minutes in the following order from best to worst:\n\n1. Noota (minutes 6)\n2. Fireflies (minutes 4) \n3. Sembly AI (minutes 2)\n4. TLDV (minutes 3)\n5. MeetGeek (minutes 5)\n6. Otter AI (minutes 1)\n\nReasoning:\n\n1. Noota provides the most comprehensive, structured and detailed minutes. It covers all key aspects of the meeting including financial reports, committee reports, elections, resolutions, and governance changes. The format is very clear and easy to follow.\n\n2. Fireflies offers a good summary with key highlights, decisions made, and action items clearly identified. It provides a good balance of detail and conciseness.\n\n3. Sembly AI gives a solid overview with highlights, key updates, and future projections. The interactive Q&A section adds value.\n\n4. TLDV provides a detailed timeline of the meeting with timestamps, which is useful. However, it lacks some structure in presenting key decisions and next steps.\n\n5. MeetGeek offers a brief summary and some AI insights, but lacks the depth and structure of the top options.\n\n6. Otter AI provides more of a transcript-style summary without

clear organization of key points, decisions, or next steps.\n\nThe top-ranked minutes do the best job of concisely summarizing the key information shareholders need to understand the company's situation and future plans, while also providing the structure and detail board members would need for follow-up actions.", type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 20/20 ---
Claude-3-5-sonnet Output: [TextBlock(text='Based on my analysis, I would rank the minutes in the following order from best to worst in terms of relevance, precision, and exhaustiveness for updating shareholders and orienting board members:\n\n1. Noota\n2. Fireflies\n3. TLDV\n4. Sembly AI \n5. MeetGeek\n6. Otter AI\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured summary, with clear sections on financial reports, committee activities, board elections, and key decisions. It offers precise details on financials, governance changes, and future plans.\n\n2. Fireflies offers a detailed summary with key highlights, financial overview, and strategic focus areas. It captures important decisions and action items effectively.\n\n3. TLDV provides a good chronological overview with timestamps, covering key topics discussed. While not as comprehensive as Noota or Fireflies, it offers a clear structure and highlights important points.\n\n4. Sembly AI presents information in categorized sections, offering good insights into company performance, future projections, and key decisions. However, it lacks some of the detail and structure found in the top-ranked summaries.\n\n5. MeetGeek provides a concise overview but lacks the depth and specificity of the higher-ranked summaries. Its "AI Insights" section, while interesting, may not be as directly relevant for shareholders and board members.\n\n6. Otter AI offers some relevant information but in a less structured format. It lacks the comprehensive coverage and clear organization found in the higher-ranked summaries.\n\nOverall, Noota stands out for its exhaustive coverage, clear structure, and precise details that would be most useful for shareholders and board members.', type='text')] Error parsing ranking: expected string or bytes-like object. Skipping this run.

Board Meeting Minutes AI Assessments

--- Run 1/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Fireflies\n2. Sembly AI\n3. Noota\n4. MeetGeek \n5. TLDV\n6. OtterAI\n\nReasoning:\n\n1. Fireflies provides the most comprehensive and well-structured summary. It clearly outlines attendance, agenda items, strategic discussions, operational updates, and board decisions/actions. The format makes it easy for board members to review key points and follow up on specific items.\n\n2. Sembly AI offers a detailed outline with timestamps, making it easy to reference specific discussion points. It covers all major topics discussed and provides good context, though not as exhaustive as Fireflies in terms of decisions made.\n\n3. Noota provides a very detailed account in a standard meeting minutes format. It

includes comprehensive information on attendance, motions, and action items. However, it's slightly less concise than Fireflies, which may make quick follow-ups more challenging.\n\n4. MeetGeek offers a good high-level summary and breakdown of key topics discussed. While it captures important points, it lacks some of the specificity on decisions and next steps that would be most useful for board member follow-up.\n\n5. TLDV provides timestamps and covers major topics, but the format is less structured and some key details on decisions and action items are missing.\n\n6. OtterAI's summary is the least comprehensive and structured. While it includes some action items, it lacks the detail and organization that would make it most useful for board members to follow up on decisions and next steps.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 2/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Noota\n2. MeetGeek\n3. Fireflies\n4. Sembly AI\n5. TLDV\n6. OtterAI\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured minutes. It includes detailed attendance, approval of previous minutes, reports from various departments, clear motions and voting results, and specific action items with assigned responsibilities. This format allows for easy follow-up on decisions and next steps.\n\n2. MeetGeek offers a good balance of conciseness and detail. It highlights key topics, financial performance, and strategic discussions. While not as exhaustive as Noota, it provides a clear overview of the meeting's main points and decisions.\n\n3. Fireflies presents a well-structured summary with attendance, agenda items, strategic discussions, and board decisions. It's less detailed than Noota but more comprehensive than the lower-ranked options.\n\n4. Sembly AI provides a decent outline of the meeting topics and some key points discussed. However, it lacks specific decisions made and action items, making it less useful for follow-up.\n\n5. TLDV offers some relevant information but is less structured and misses many key details discussed in the meeting. It's also less precise in its timing and content organization.\n\n6. OtterAI provides the least relevant and precise information. While it includes some action items, the overall structure and content are not as useful for board members to follow up on decisions and next steps.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 3/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the quality, relevance, precision, and exhaustiveness of the minutes, I would rank them from best to worst as follows:\n\n1. Minutes from Noota\n2. Minutes from Fireflies\n3. Minutes from MeetGeek\n4. Minutes from Sembly AI\n5. Minutes from TLDV\n6. Minutes from OtterAI\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear overview, detailed attendance list, approval of previous minutes, reports from various executives, old and new business discussions, motions made, action items, and adjournment details. This format allows board members to easily follow up on decisions and next steps.\n\n2. Fireflies' minutes offer a good balance of detail and structure. They include attendance, agenda items, strategic discussions, operational updates, and board decisions. While not as exhaustive as Noota's, they still provide a clear picture of the meeting's proceedings and outcomes.\n\n3. MeetGeek's minutes are concise but informative. They highlight key topics and provide timestamps, which can be useful for reference. However, they lack some of the structural elements and details found in the top two.\n\n4. Sembly AI's minutes

provide a good outline of the meeting but lack some of the depth and structure of the top-ranked minutes. They do include timestamps, which is helpful.\n\n5. TLDV's minutes offer some good information but are less structured and comprehensive compared to the higher-ranked options. They include timestamps but lack clear sections for decisions made and action items.\n\n6. OtterAI's minutes are the least structured and comprehensive. While they provide some useful information and action items, they lack the detail and organization necessary for effective follow-up by board members.\n\nThe top-ranked minutes provide the best balance of structure, detail, and clarity, making it easier for board members to follow up on decisions and next steps.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 4/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Noota (minutes 5)\n2. Fireflies (minutes 2)\n3. MeetGeek (minutes 1)\n4. Sembly AI (minutes 3)\n5. TLDV (minutes 6)\n6. OtterAI (minutes 4)\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured minutes, with clear sections for attendance, agenda items, reports from different executives, decisions made, and action items. It offers the most detail for follow-up.\n\n2. Fireflies offers a well-organized summary with key points from each agenda item, strategic discussions, and board decisions. It's concise yet informative for follow-up actions.\n\n3. MeetGeek provides a good overview of the main topics discussed, with timestamps and highlights. While not as detailed as Noota or Fireflies, it still offers useful information for follow-up.\n\n4. Sembly AI gives a decent outline of the meeting topics but lacks some specificity on decisions and next steps. It's less structured than the top 3 but still provides useful information.\n\n5. TLDV offers some good insights with timestamps but is less comprehensive and structured compared to the others. It's harder to extract clear action items and decisions.\n\n6. OtterAI provides the least structured and comprehensive summary. While it includes some action items, it lacks the detail and organization needed for effective follow-up by board members.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 5/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Noota (minutes 4)\n2. MeetGeek (minutes 6)\n3. Fireflies (minutes 5)\n4. Sembly AI (minutes 2)\n5. TLDV (minutes 1)\n6. OtterAI (minutes 3)\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured minutes. It includes detailed attendance, agenda items, key discussion points, motions made with voting results, and specific action items with assigned responsibilities. This format allows board members to easily track decisions and follow-up tasks.\n\n2. MeetGeek offers a good summary with clear topic headings and timestamps. It captures key financial discussions and strategic decisions, though it lacks some specificity on action items and responsibilities.\n\n3. Fireflies provides a well-organized summary with attendance, agenda items, and key discussions. It includes some board decisions but lacks detailed action items and specific assignments.\n\n4. Sembly AI gives a decent outline of the meeting topics and some key points, but it's less comprehensive than the top 3 and doesn't clearly state decisions made or follow-up actions.\n\n5. TLDV offers some relevant information

and timestamps but lacks structure and doesn't clearly outline decisions or action items for follow-up.\n\n6. OtterAI provides the least useful summary for board members. While it includes some action items, the overall structure is unclear and it doesn't provide a comprehensive overview of the meeting's key points and decisions.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 6/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Noota\n2. Fireflies\n3. MeetGeek\n4. Sembly AI \n5. TLDV\n6. OtterAI\n\nReasoning:\n\n1. Noota provides the most comprehensive and well-structured minutes. It includes detailed attendance, agenda items, key discussion points, motions made with voting results, and clear action items with assigned responsibilities. This format allows board members to easily track decisions and follow-ups.\n\n2. Fireflies offers a good balance of detail and structure. It clearly outlines attendance, agenda items, strategic discussions, and board decisions/actions. While not as detailed as Noota, it still provides a solid overview for follow-up.\n\n3. MeetGeek presents a concise summary with key topics and highlights. It's less detailed than the top two but still captures important decisions and discussion points in a readable format.\n\n4. Sembly AI provides a decent outline of the meeting topics but lacks specific details on decisions made and action items. It's more of a general overview than a tool for tracking follow-ups.\n\n5. TLDV offers some useful information but in a less structured format. The timeline approach makes it harder to quickly identify decisions and action items.\n\n6. OtterAI provides the least useful minutes for board member follow-up. It lacks structure and detail on specific decisions or action items, focusing more on general discussion topics.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 7/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text='Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. noota\n2. Fireflies\n3. TLDV\n4. MeetGeek\n5. Sembly AI \n6. OtterAI\n\nReasoning:\n\n1. noota provides the most comprehensive and structured minutes, with clear sections for attendance, agenda items, reports, decisions made, and action items. It includes specific details on motions passed and assignments given, which is crucial for follow-up.\n\n2. Fireflies offers a well-organized summary with key points from each agenda item, strategic discussions, and board decisions. While not as detailed as noota, it provides a good overview for follow-up.\n\n3. TLDV presents a chronological summary with timestamps, making it easy to reference specific parts of the meeting. It captures main discussion points and some open questions, though it lacks the structure of the top two.\n\n4. MeetGeek provides a concise summary with key topics and highlights. While it covers major points, it lacks the detail and structure needed for comprehensive follow-up.\n\n5. Sembly AI offers an outline of the meeting with some key points, but lacks the detail and structure of the higher-ranked minutes. It misses some important decisions and action items.\n\n6. OtterAI provides the least structured and detailed minutes. While it captures some key points, it lacks the organization and specificity needed for effective follow-up on decisions and next steps.', type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 8/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text='Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the minutes from best to worst as follows:\n\n1. Minutes 1 from Fireflies\n2. Minutes 2 from noota\n3. Minutes 6 from Sembly AI\n4. Minutes 5 from MeetGeek\n5. Minutes 3 from OtterAI\n6. Minutes 4 from TLDV\n\nReasoning:\n\n1. Fireflies provides the most comprehensive and well-structured summary, clearly outlining attendance, agenda items, strategic discussions, board decisions, and action items. It offers a balanced mix of detail and conciseness, making it easy for board members to review and follow up.\n\n2. Noota offers a detailed breakdown of the meeting, including attendance, approval of previous minutes, reports from various executives, and new business items. It includes specific motions made and assignments, which is helpful for follow-up.\n\n3. Sembly AI provides a good outline of the meeting topics with timestamps, making it easy to navigate. It covers most key points but lacks some specificity in terms of decisions made and follow-up actions.\n\n4. MeetGeek offers a concise summary with topic highlights and timestamps. While it covers the main points, it lacks detail on specific decisions and action items for follow-up.\n\n5. OtterAI provides some key points and action items but lacks structure and detail in many areas. The information is not as well-organized as the top-ranked summaries.\n\n6. TLDV offers timestamps and some general information but lacks the comprehensive structure and detail needed for effective board member follow-up. It is more of a rough outline than a proper set of minutes.\n\nThe top-ranked minutes provide the best balance of structure, detail, and actionable information for board members to effectively follow up on decisions and next steps.', type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 9/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Noota (minutes 4)\n2. Fireflies (minutes 2)\n3. MeetGeek (minutes 1)\n4. Sembly AI (minutes 3)\n5. TLDV (minutes 6)\n6. OtterAI (minutes 5)\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured minutes, with clear sections for attendance, agenda items, reports from different executives, decisions made, and action items. It offers the most detail for follow-up.\n\n2. Fireflies offers a well-organized summary with key points from each agenda item, strategic discussions, and board decisions. It's concise yet informative for follow-up actions.\n\n3. MeetGeek provides a good overview of the main topics discussed, with timestamps and highlights. While not as detailed as Noota or Fireflies, it still offers useful information for follow-up.\n\n4. Sembly AI gives a decent outline of the meeting topics but lacks some of the detail and structure found in the top-ranked minutes.\n\n5. TLDV offers some useful information with timestamps but is less comprehensive and structured compared to the higher-ranked options.\n\n6. OtterAI provides the least useful summary for board member follow-up, with a mix of action items and an outline that lacks clear structure and detail on decisions made.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 10/20 ---
Claude-3-5-sonnet Output:

[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 6 from Fireflies\n2. Minutes 4 from noota\n3. Minutes 2 from Sembly AI\n4. Minutes 5 from MeetGeek\n5. Minutes 3 from TLDV\n6. Minutes 1 from OtterAI\n\nReasoning:\n\n1. Fireflies provides the most comprehensive and well-structured summary. It clearly outlines attendance, agenda items, strategic discussions, operational updates, and board decisions/actions. This format allows board members to easily review key points and follow up on specific decisions.\n\n2. noota offers a detailed and well-organized summary with clear sections for attendance, reports, old business, new business, action items, and adjournment. It provides specific information on decisions made and assignments given.\n\n3. Sembly AI presents a good outline of the meeting with timestamps, making it easy to locate specific discussions. It covers most key points but lacks some detail on specific decisions and action items.\n\n4. MeetGeek provides a good overview of main topics discussed with timestamps, but lacks detail on specific decisions made and action items assigned.\n\n5. TLDV offers some useful information with timestamps, but the structure is less clear and it misses some key decisions and action items.\n\n6. OtterAI's summary is the least structured and lacks specific details on decisions made and next steps, making it difficult for board members to follow up effectively.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 11/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text='Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Noota (minutes 2)\n2. MeetGeek (minutes 5)\n3. Fireflies (minutes 6)\n4. Sembly AI (minutes 3)\n5. OtterAI (minutes 4)\n6. TLDV (minutes 1)\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured minutes. It includes detailed attendance, agenda items, key discussion points, motions made with voting results, and specific action items with assigned responsibilities. This format allows for easy follow-up on decisions and next steps.\n\n2. MeetGeek offers a good balance of summary and detail, with clear topic headings and timestamps. It captures key financial discussions, strategic decisions, and proposals, making it easy for board members to review and follow up.\n\n3. Fireflies presents a well-organized summary with clear sections for attendance, agenda items, strategic discussions, and board decisions. While not as detailed as Noota, it provides a good overview for follow-up.\n\n4. Sembly AI provides a decent outline of the meeting with timestamps, covering major topics discussed. However, it lacks specific action items and assigned responsibilities for follow-up.\n\n5. OtterAI includes some action items but lacks structure and detail in the main content. The outline is helpful, but the overall minutes are less comprehensive for decision follow-up.\n\n6. TLDV offers the least structured and detailed minutes. While it covers some key points, it lacks the organization and specificity needed for effective follow-up on decisions and next steps.', type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 12/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 1 from Fireflies\n2. Minutes 3 from noota\n3. Minutes 6 from

MeetGeek\n4. Minutes 5 from Sembly AI\n5. Minutes 2 from OtterAI\n6. Minutes 4 from TLDV\n\nReasoning:\n\n1. Fireflies minutes are the most comprehensive, well-structured, and actionable. They clearly outline attendance, agenda items, strategic discussions, operational updates, and board decisions/actions. The format makes it easy for board members to review and follow up on key points.\n\n2. Noota's minutes are also very detailed and well-organized, with clear sections for attendance, reports, old and new business, motions, and action items. They provide specific assignments and responsibilities, which is helpful for follow-up.\n\n3. MeetGeek's summary is concise but covers the main topics discussed, with timestamps for easy reference. It highlights key financial data and strategic decisions, though it lacks some detail on specific action items.\n\n4. Sembly AI provides a good outline of the meeting topics with timestamps, but lacks some of the detail and structure of the top-ranked minutes. It does include some key decisions and open questions.\n\n5. OtterAI's minutes contain relevant information but are less structured and harder to follow. The action items section is helpful, but overall it lacks the clarity and organization of the higher-ranked minutes.\n\n6. TLDV's minutes, while containing relevant information, are the least structured and most difficult to follow for board members looking to track decisions and next steps. The timestamp links could be useful, but the overall format is not as conducive to easy review and follow-up.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 13/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 2 from Noota\n2. Minutes 4 from Fireflies\n3. Minutes 6 from MeetGeek\n4. Minutes 3 from Sembly AI \n5. Minutes 5 from OtterAI\n6. Minutes 1 from TLDV\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear outline of the meeting, including attendees, agenda items, key discussion points, decisions made, and action items with assigned responsibilities. This format makes it easy for board members to review and follow up on next steps.\n\n2. Fireflies' minutes offer a good balance of detail and organization. They include a clear summary of attendance, agenda items, strategic discussions, and board decisions/actions. While not as exhaustive as Noota's, they provide sufficient information for follow-up.\n\n3. MeetGeek's minutes provide a concise summary with key topics and highlights. The format is easy to read, with timestamps for each topic. However, it lacks some specifics on decisions made and action items.\n\n4. Sembly AI's minutes offer a decent outline of the meeting topics but lack detail on specific decisions and action items. The format is less structured compared to the top-ranked minutes.\n\n5. OtterAI's minutes include some action items but are less organized and lack detail on many of the discussions and decisions. The outline provided is somewhat disjointed.\n\n6. TLDV's minutes are the least comprehensive and structured. While they cover some key points, they lack clear organization, details on decisions made, and specific action items for follow-up.\n\nThe top-ranked minutes provide board members with the most useful information for following up on decisions and next steps, while the lower-ranked ones would require more effort to extract actionable information.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 14/20 ---
Claude-3-5-sonnet Output:

[TextBlock(text='Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Noota (minutes 4)\n2. Sembly AI (minutes 1)\n3. MeetGeek (minutes 5)\n4. TLDV (minutes 6) \n5. Fireflies (minutes 3)\n6. OtterAI (minutes 2)\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured minutes, with clear sections for attendance, agenda items, reports, decisions made, and action items. It offers the most detail for follow-up.\n\n2. Sembly AI offers a good balance of detail and structure, with a clear outline and timestamps. It captures key discussions and decisions well.\n\n3. MeetGeek provides a good overview of the main topics discussed with timestamps, though less detailed than Noota and Sembly AI in terms of specific decisions and action items.\n\n4. TLDV offers a decent summary with timestamps and some key points, but lacks the structure and detail of the top 3.\n\n5. Fireflies provides a good summary of the meeting content but lacks clear structure for easy follow-up on decisions and next steps.\n\n6. OtterAI offers the least structured and detailed summary, making it difficult for board members to easily follow up on decisions and next steps.', type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 15/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Fireflies\n2. Noota\n3. Sembly AI\n4. TLDV\n5. MeetGeek\n6. OtterAI\n\nReasoning:\n\n1. Fireflies provides the most comprehensive and well-structured summary. It clearly outlines attendance, agenda items, strategic discussions, operational updates, and board decisions/actions. This format allows board members to easily review key points and follow up on specific items.\n\n2. Noota offers a detailed, structured report with clear sections for attendance, approval of previous minutes, reports from different departments, old and new business, motions made, and action items. While slightly less concise than Fireflies, it provides excellent detail for follow-up.\n\n3. Sembly AI provides a good outline with timestamps, making it easy to locate specific discussions. It covers most key points but lacks some of the structure and detail of the top two.\n\n4. TLDV offers a decent summary with timestamps and key discussion points. However, it's less comprehensive and structured compared to the top three, making it slightly harder to follow up on specific decisions.\n\n5. MeetGeek provides a brief summary of main topics but lacks the detail and structure necessary for effective follow-up on decisions and next steps.\n\n6. OtterAI's summary is the least structured and most difficult to follow. While it contains some relevant information, it's not organized in a way that facilitates easy follow-up on decisions and next steps.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 16/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the minutes from best to worst as follows:\n\n1. Minutes 2 from noota\n2. Minutes 1 from Fireflies\n3. Minutes 6 from Sembly AI\n4. Minutes 4 from MeetGeek\n5. Minutes 5 from TLDV\n6. Minutes 3 from OtterAI\n\nReasoning:\n\n1. Noota's minutes are the most comprehensive and well-structured. They provide a clear outline of the meeting, including attendance, approval of previous minutes, detailed reports from various executives, and specific action items with assigned responsibilities.

This format allows for easy follow-up on decisions and next steps.\n\n2. Fireflies' minutes are also well-organized and provide a good summary of key discussions and decisions. They include specific financial figures and strategic points, which are useful for board members. However, they lack some of the detail and clear action items present in Noota's minutes.\n\n3. Sembly AI's minutes offer a good outline of the meeting topics and some key points discussed. They provide timestamps, which can be helpful for reference. However, they lack the detail of the top two and don't clearly state decisions made or action items.\n\n4. MeetGeek's minutes provide a concise summary of the main topics discussed but lack the detail and structure of the top-ranked minutes. They don't clearly outline decisions or action items for follow-up.\n\n5. TLDV's minutes offer some good information with timestamps but are less structured and comprehensive than the higher-ranked options. They don't clearly state decisions or action items.\n\n6. OtterAI's minutes are the least useful for board members to follow up on decisions and next steps. They provide some information but lack structure, detail, and clear action items. The inclusion of a template at the beginning is confusing and takes up space without adding value.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 17/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the quality, relevance, precision, and exhaustiveness of the minutes, I would rank them from best to worst as follows:\n\n1. Noota (minutes 1)\n2. MeetGeek (minutes 4)\n3. Fireflies (minutes 2)\n4. Sembly AI (minutes 3)\n5. TLDV (minutes 5)\n6. OtterAI (minutes 6)\n\nReasoning:\n\n1. Noota provides the most comprehensive and well-structured minutes. It includes detailed information on attendance, agenda items, reports from various departments, key discussions, decisions made, and follow-up actions. The format is clear and easy to follow, making it ideal for board members to track decisions and next steps.\n\n2. MeetGeek offers a concise yet informative summary of the meeting, highlighting key topics and discussions. It provides timestamps for easy reference and covers the main points discussed, including financial performance, marketing strategies, and investment decisions.\n\n3. Fireflies presents a good overview of the meeting, including attendance, agenda items, and key discussions. While not as detailed as Noota, it still provides valuable information on strategic discussions and board decisions.\n\n4. Sembly AI offers a decent outline of the meeting topics but lacks some of the detail and structure found in the top-ranked minutes. It does provide timestamps, which is helpful for reference.\n\n5. TLDV provides some useful information but is less structured and comprehensive compared to the higher-ranked minutes. It includes timestamps and some key points but lacks the depth needed for thorough follow-up.\n\n6. OtterAI's minutes are the least useful for board members. While it includes some action items and an outline, the information is less organized and lacks the detail necessary for effective follow-up on decisions and next steps.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 18/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text='Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Noota (minutes 5)\n2. Sembly AI (minutes 2)\n3. TLDV (minutes 3) \n4. Fireflies (minutes 4)\n5. MeetGeek (minutes 1)\n6. OtterAI (minutes 6)\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured minutes, with clear sections for attendance, agenda items, reports from different executives, decisions made, and action items

with assigned responsibilities. This format makes it easiest for board members to review and follow up.\n\n2. Sembly AI offers a well-organized outline with timestamps, covering key discussion points and decisions. While not as detailed as Noota, it provides a good overview for follow-up.\n\n3. TLDV presents a clear outline with timestamps and summaries of main topics discussed. It lacks some detail on specific decisions and next steps but provides good context.\n\n4. Fireflies gives a good summary of the meeting with key points discussed and some decisions made. However, it lacks specific action items and responsibilities for follow-up.\n\n5. MeetGeek provides a brief summary and highlights of the meeting but lacks detail on specific decisions and action items for board members to follow up on.\n\n6. OtterAI offers a brief outline and some action items, but the information is less organized and comprehensive compared to the other minutes, making it harder for board members to track decisions and next steps.', type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 19/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Minutes 3 from noota\n2. Minutes 1 from Sembly AI\n3. Minutes 6 from Fireflies\n4. Minutes 2 from MeetGeek\n5. Minutes 4 from TLDV\n6. Minutes 5 from OtterAI\n\nReasoning:\n\n1. noota's minutes are the most comprehensive and structured, providing clear sections for attendance, approval of previous minutes, detailed reports from different executives, old and new business items, motions made with voting results, and specific action items with assigned responsibilities. This format allows for easy follow-up on decisions and next steps.\n\n2. Sembly AI's minutes offer a good balance of detail and structure, with a clear outline of topics discussed, key points from each section, and timestamps for easy reference. While not as exhaustive as noota's, they provide good coverage of the meeting's content.\n\n3. Fireflies' minutes present a concise yet informative summary, including attendance, agenda items, strategic discussions, and board decisions. The format is clear and allows for easy tracking of key points and actions.\n\n4. MeetGeek's minutes provide a good overview of the meeting's main topics and highlights but lack some of the structural elements and specific action items that would make follow-up easier.\n\n5. TLDV's minutes offer timestamps and brief summaries of each discussion point but lack the depth and specificity needed for comprehensive follow-up on decisions and next steps.\n\n6. OtterAI's minutes are the least detailed and structured, providing only a brief summary and a list of action items without clear assignments or deadlines. While they capture some key points, they lack the precision and exhaustiveness needed for effective follow-up.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.

--- Run 20/20 ---
Claude-3-5-sonnet Output:
[TextBlock(text="Based on the criteria of relevance, precision, and exhaustiveness for board members to follow up on decisions and next steps, I would rank the AI minutes from best to worst as follows:\n\n1. Noota (minutes 6)\n2. Sembly AI (minutes 2)\n3. MeetGeek (minutes 1)\n4. Fireflies (minutes 3)\n5. TLDV (minutes 4)\n6. OtterAI (minutes 5)\n\nReasoning:\n\n1. Noota provides the most comprehensive and structured minutes, with clear sections for attendance, approval of previous minutes, detailed reports from different executives, old and new business items, motions made with voting results, and specific action items with assigned

responsibilities. This format allows for easy follow-up on decisions and next steps.\n\n2. Sembly AI offers a well-organized outline with timestamps, covering all major discussion points and decisions. While not as detailed as Noota, it provides a good overview for board members to track key topics and outcomes.\n\n3. MeetGeek presents a concise summary with topic highlights and timestamps, focusing on the most important discussions and decisions. It's less comprehensive than the top two but still provides useful information for follow-up.\n\n4. Fireflies offers a detailed summary of the meeting, including attendance and agenda items. However, it lacks clear action items and assigned responsibilities, making it less effective for follow-up purposes.\n\n5. TLDV provides timestamps and some key points but is less structured and comprehensive compared to the others. It includes some open questions but lacks clear decisions and action items.\n\n6. OtterAI offers the least structured and comprehensive minutes. While it includes some action items, the overall organization and level of detail are insufficient for effective board member follow-up.", type='text')]
Error parsing ranking: expected string or bytes-like object. Skipping this run.