Morning watch — 4 flags

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

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Fictional document — demonstration example

This document is produced by the Blue Lemon Agent website to illustrate what an AI agent hands to its users. The companies, matters, amounts and people in it are invented. It has no legal, accounting or commercial value.

Fictional document, produced for demonstration. **No per-participant measurement appears in this document** — no speaking time, no interruptions, no attendance.

#	Flag	What triggered it	At stake	Recipient	Chase
1	**34 decisions with no owner**	**Blank field against them**	**14 have a deadline**	**Whoever chaired**	**48 h**
2	**18 actions to absentees**	**Attendance lists**	**9 never found out**	**The person, with the minutes**	7 d
3	41 sets of minutes not reviewed	Review log	**62 actions, 29 decisions**	**The participants**	24 h
4	**3 meetings started before the announcement**	**Technical lag**	**What preceded it**	**Deleted, then flagged**	—

> **The fourth row describes a deletion, not a retention.** What was captured before the announcement is neither summarised, nor counted, nor kept.

What makes your minutes read — and dependable

What the agent holds	What you gain
Its presence is announced before any recording	**The last-minute guest knows; what was captured before the announcement is neither summarised, nor counted, nor kept**
Minutes, not a transcript	**82% of participants open them, against 12% for a word-for-word that gets reread in a context nobody foresaw**
A remark is attributed only if its author asks	**The meeting runs as it did before: nobody speaks for the record**
No speaking time measured	**Same effect — a published figure changes the next meeting, and you would lose what the meeting is for**
The audio is deleted as soon as the minutes are written	**A recording kept is a recording that will be kept; this one no longer exists**
An action assigned to an absentee is marked, not removed	**It is common and legitimate: the absentee finds it written down, with its deadline**

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> https://bluelemonagent.ai/en/entreprises/cas-usage/agent-de-prise-de-notes-de-reunion

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