MinuteFox: summary for IT and security reviewers

minutefox.com · Upload a meeting recording or Teams/Zoom transcript; get minutes, action items and email drafts. This page describes how the service works today.

Install required	None. A website, used in any current browser. No extension, plug-in or desktop agent.
Joins meetings	Never. Users upload a recording or transcript file after the meeting ends.
Account connections	None. No Microsoft, Zoom, Google, email or calendar permissions.
User accounts	None. A paid access code holds minutes. A session cookie (HttpOnly, Secure, SameSite=Strict) lasts a few hours.
Original recording	Deleted as soon as the audio is extracted, inside an isolated process with no network access.
Results	Encrypted to a key created in the user's browser (RSA-OAEP-3072 + AES-256-GCM). The server keeps only ciphertext and deletes it after 2 hours or when the user clicks Delete.
AssemblyAI (speech-to-text)	Each transcript is deleted from AssemblyAI right after MinuteFox receives it. See assemblyai.com/docs/data-controls for its handling of submitted files.
Anthropic (summaries, drafts)	Does not train on API data by default; deletes API inputs and outputs within 30 days (longer only for abuse review or legal requirements).
Stripe (payments)	Payment details only. Never meeting content.
Hosting	AWS, United States. All pages, uploads and downloads use one domain over HTTPS. No CDNs, outside fonts or third-party scripts.
Logs and analytics	Allowlist logs only (route, status, timing). No content, file names, IP addresses or tokens. Analytics are anonymous daily totals.
Certifications	None: no FedRAMP, GovRAMP, SOC 2, HIPAA or CJIS authorization.

Not approved for

Classified information, criminal-justice information (CJIS), protected health information (HIPAA), or anything the organization prohibits sending to an outside service.

Records and consent

Minutes and transcripts users create may be public records. MinuteFox keeps no copy; the user's downloaded files are the record. Users should get recording consent as state law and policy require. MinuteFox never sends email; it only drafts.

Contact

Security questionnaires and questions: support@minutefox.com. Full details: minutefox.com/security