Noted!

https://wpdemo.net/demos/plugins/noted

Noted! is a user-friendly note-taking plugin that allows Admin users to create and manage notes directly in WordPress.

Your Project Memory Bank
Store project-specific notes, instructions, and reminders all in one place — no more searching through old emails or docs.

Always One-Click Away
Access Noted! from the front-end, back-end, or any screen — only visible to site administrators.

Lightweight and Clutter-Free
No over-the-top features or extras. Noted! is there when you need it and gone when you don't.